

MANISTEE CITY
ZONING BOARD OF APPEALS

Meeting of January 23rd, 2020

2:00 p.m. - Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan

AGENDA

I CALL TO ORDER

II ROLL CALL

III APPROVAL OF AGENDA

At this time the Zoning Board of Appeals can take action to approve the January 23, 2020 Agenda.

IV APPROVAL OF MINUTES

The Zoning Board of Appeals acted via email to approve the December 19, 2019 meeting Minutes.

V PUBLIC HEARING

None

VI BUSINESS SESSION:

Action on Pending Cases

- 220 Arthur St.
- 160 Memorial

Old Business

None

VII PUBLIC COMMENTS AND COMMUNICATIONS

At this time the Chair will ask if there are any public comments.

VIII ADJOURNMENT



PLANNING DEPARTMENT
Kyle Storey
Zoning Administrator
395 Third St. Manistee, Michigan 49660
(231) 398-3576
Fax (231) 398-3526
kstorey@manisteecountymi.gov

Date: 1/16/2020

To: City of Manistee: Zoning Board of Appeals

From: Kyle Storey – City of Manistee Zoning Administrator

Subject: Parcel #51-174-707-05– Variance Request

Dear Zoning Board of Appeal,

Parcel #51-174-707-05, or 220 Arthur Street, has provided all necessary documents in a Request for Appeal – Variance application. **The applicant is requesting a variance of ordinance to install (3) 3'X6' double face directional signs.** The parcel is in the C-1: Regional Commercial District. The sign regulations are outlined in the City of Manistee Sign Ordinance which follows this memo. Attached documents include:

- Request for Appeal Application and narrative
- Aerial photo showcasing existing structural layout
- Site plans prepared by contractor showcasing desired modifications
 - Updated from last meeting
- Existing City of Manistee Sign Ordinance
- 2012 City of Manistee Sign Ordinance
- Graphics and images pertaining to appeal request

The applicant agent will attend the Zoning Board of Appeals meeting to answer any questions the ZBA may have pertaining to this Request for Appeal – Variance application.

Thank you,

A handwritten signature in black ink, appearing to read 'KStorey', written over a horizontal line.

Kyle Storey
Manistee County Planner
City of Manistee Zoning Administrator

**PAID**

NOV 27 2019

Edward Bradford
CITY TREASURER

Zoning Board of Appeals/Planning & Zoning

395 Third Street

Manistee, MI 49660

231.723.6041 (phone)

231.398.3526 (fax)

Request for Appeal

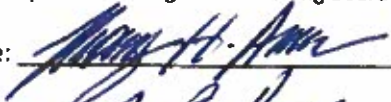

City of Manistee Zoning Board of Appeals

Please Print

Submission of Application		
After receipt of a complete application a public will be scheduled. You will receive written notice from the City indicating the date and time. You or your representative should be present at the hearing to explain your request to the Board and to answer any questions that they may have. After the hearing, the Board of Appeals will make a decision to approve, approve with conditions, or deny your request. You will receive written notice of their decision. Each application shall be accompanied by the payment of a fee \$500.00 in accordance with the schedule of fees adopted by the City Council to cover the costs of processing the application.		
Applicant Information		
Name of Owner: <i>ROBERT & LAURA HORVAT</i>		
Address: <i>220 ARTHUR ST. MANISTEE, MI 49660</i>		
Phone #: <i>231-794-6140</i>	Cell#: <i>231-690-5161</i>	e-mail: <i>r.fhorvat.wenco@gmail.com</i>
Name of Agent (if applicable): <i>AMOR SIGN STUDIOS, INC.</i>		
Address: <i>1965 PINE CREEK RD. MANISTEE, MI 49660</i>		
Phone #: <i>231-723-8361</i>	Cell#: <i>231-342-1144</i>	e-mail: <i>tom@amorsign.com</i>
Property Information		
Address: <i>220 ARTHUR STREET</i>		Parcel # <i>51-174-708-01/51-174-707-01</i>
Present/proposed Land Use: <i>3 DIRECTIONAL SIGNS</i>		
Names and addresses of all persons, firms or corporations having a legal or equitable interest in the land: <i>ROBERT & LAURA HORVAT</i>		
List of Deed Restrictions (cite Liber & Page) and attach additional sheets if necessary: <i>NA</i>		
Has a previous appeal been made with respect to this property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If a previous appeal, re-zoning or special use permit application was made state the date, nature of action requested and the decision:		
Detailed Narrative of Request		
State exactly what is intended to be done, on or with the property that necessitates a variance from the Zoning Board of Appeals. <i>INSTALL (3) 3'x6' DOUBLE FACE DIRECTIONAL SIGNS.</i>		

Detailed Request and Justification			
	Identify each requested variance	Required by Zoning	Requested by Appellant
	Front Yard Set Back	From	To
	Side Yard Set Back	From	To
	Side Yard Set Back	From	To
	Rear Yard Set Back	From	To
	Waterfront Set Back	From	To
	Height	From	To
	Lot Coverage	From	To
	Off Street Parking	From	To
X	Other: <u>3 DIRECTIONAL SIGNS</u>	From <u>0</u>	To <u>3</u>
Please Mark all characteristics of your property which require the granting of a variance			
	Too Narrow	Explain:	
	Too Small	Explain:	
	Too Shallow	Explain:	
	Elevation (height)	Explain:	
	Slope	Explain:	
	Shape	Explain:	
	Soil	Explain:	
X	Other:	Explain: <u>ORDINANCE DOES NOT ALLOW DIRECTIONAL</u>	
Specific Variance			
<p>The Board shall have the power to authorize, upon an appeal, specific variances from such requirements as lot area and width regulations, building height regulations, yard and depth regulations, and off-street parking and loading space requirements provided it finds that all of the Basic Conditions and any one (1) of the Specific Conditions set forth herein can be satisfied. The appellant shall submit, along with the established fee and other materials, a narrative demonstrating why a variance is sought.</p>			
Basic Conditions - The Board shall find that a variance request meets all of the following conditions.			
1.	The requested variance is <u>not</u> contrary to the public interest or to the intent and purpose of this Ordinance.		<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
Justification: <u>THESE SIGNS WILL IDENTIFY DRIVEWAYS AND ALLOW FOR SAFE TURNING DECISIONS BY MOTORISTS. MOTORISTS THAT STAY IN MINISTEE SPEND MONEY LOCALLY, IMPROVING PROPERTY VALUE</u>			
2.	The requested variance <u>does not</u> establish a use that is <u>not permitted</u> by right or by a special use permit in the zoning district.		<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
Justification: <u>IN FACT, TRAFFIC CONTROL SIGNS WERE EXEMPT FROM PERMITS UNTIL 2017 WHEN THE ORDINANCE WAS MODIFIED FOR CONTENT DISCRIMINATION.</u>			
3.	The requested variance <u>does not</u> create an adverse effect upon properties in the immediate vicinity or in the district.		<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
Justification: <u>THESE SIGNS WILL PROMOTE SAFE TURNING DECISIONS FREEING OTHER MOTORISTS TO MAKE SAFE TURNING DECISIONS INTO NEIGHBORING PROPERTIES.</u>			
4.	The requested variance is not of a recurrent nature to require a change in the Zoning Ordinance.		<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
Justification: <u>WE ARE NOT AWARE OF ANY OTHER APPEALS REQUESTS FOR DIRECTIONAL SIGNS SINCE THE 2017 EXEMPTION WAS REMOVED. (SEC. 2103 E)</u>			
5.	The requested variance is for property under the control of the applicant		<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
Justification: <u>ROBERT AND LAURA HORVAT OWN THE PROPERTY.</u>			
6.	The requested variance was not self-created by the applicant or property owner.		<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
Justification: <u>THE NEED FOR A VARIANCE WAS CREATED BY THE REMOVAL OF THE TRAFFIC CONTROL EXEMPTION IN 2017.</u>			

7. There is not an alternative that would allow the improvement to the property without the requested variance.	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
Justification: DIRECTIONAL SIGNS AT DRIVEWAY ENTRANCES ARE THE SIGN INDUSTRY NORM FOR IDENTIFYING DRIVEWAYS IN A MANNER SAFE FOR MOTORISTS MAKING TURNING DECISIONS.	
8. The requested variance is the minimum amount necessary to still permit the reasonable use of the land.	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
Justification: ALTHOUGH THERE ARE TWO DRIVEWAYS, THE REQUEST IS FOR THREE SIGNS BECAUSE THE CURVE IN THE ROAD MAKES VISIBILITY OF THE SOUTH DRIVEWAY DIFFICULT.	
Special Conditions - When all of the foregoing basic conditions can be satisfied, a variance may be granted when any one (1) of the following special conditions can be clearly demonstrated:	
Are there practical difficulties with the property that prevents full compliance with the requirements of the ordinance? (Practical difficulties are evaluated in terms of the use of the parcel. Neither the fact the appellant could incur additional costs to achieve full compliance or receive additional income with less than full compliance are to be considered)	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
Justification: DRIVEWAYS NEED SAFE IDENTIFICATION BECAUSE OF SPEED OF TRAFFIC AND THE CURVE.	
Is there an exceptional or extraordinary circumstance or physical condition (narrowness, shallowness, shape or topography) of the property or to the proposed use that does not apply to other properties or uses in the same zoning district?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
Justification: THE CURVE ON US 31 SHORTENS VISIBILITY OF ENTRANCES AND SPEED OF TRAFFIC SHORTENS TIME OF DECISION MAKING WINDOW.	
Is the requested variance for a right possessed by other properties in the same zoning district?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no
Justification: OTHER BUSINESSES ON US 31 HAVE DIRECTIONAL SIGNS. EXAMPLES: HOUSE OF FLAVORS, LITTLE CAESARS, CHEMICAL BANK, A+H.	
Site Plan Requirements	
The applicant is responsible to provide a survey and legal description (unless waived by the Zoning Administrator) as follows:	
<input checked="" type="checkbox"/>	The property, identified by parcel lines and location and size
<input checked="" type="checkbox"/>	The scale, north point.
<input checked="" type="checkbox"/>	Natural features such as woodlots, waterbodies, wetlands, high risk erosion areas, slopes over 25%, beach, sand dunes, drainage and similar features.
<input checked="" type="checkbox"/>	The location of proposed and main and accessory buildings, existing structures, fences on the site, the height of all buildings, square footage of floor space and set-backs.
<input checked="" type="checkbox"/>	The proposed driveway, if any. <u>EXISTING DRIVEWAYS</u>
	If the parcel is a result of a parcel split resulting after the adoption of this ordinance, then the required site plan shall show all structures and buildings, drawn to scale, that are located on the adjacent property.
<input checked="" type="checkbox"/>	Location dimensions of existing and proposed man-made features such as buildings, structures, utility easements, water, storm sewer and sanitary sewer lines, storm water drainage and retention lines.
<input checked="" type="checkbox"/>	Surface and subsurface storm water drainage and retention systems for paved, roof, and other impermeable surfaces on the site
	Neighboring driveways, and other vehicular circulation features within and adjacent to the site; also the location, size and number of parking spaces in the off-street parking areas and identification of service lanes and service parking
	Any proposed alterations to the topography and other natural features shall be indicated.
	Any proposed location of connections to existing utilities and proposed extensions thereof.
	A description of the proposed development
	A vicinity map showing the location of the site in relation to the surrounding street system.

Rules – The following rules shall be applied in the granting of variances		
<p>The Board may specify, in writing, such conditions regarding the character, location, and other features that will in its judgment, secure the objectives and purposes of this Ordinance. The breach of any such condition shall automatically invalidate the permit granted.</p>		
<p>Each variance granted under the provisions of this Ordinance shall become null and void unless: The construction authorized by such variance has received a City zoning permit within one (1) year after the granting of the variance; and the occupancy of land, premises, or buildings authorized by the variance has taken place within one (1) year after the granting of the variance, unless an extension of time has been granted by the Zoning Board of Appeals.</p>		
<p>No application for a variance which has been denied wholly or in part by the Board shall be re-submitted for a period of one (1) year from the date of the last denial, except on the grounds of newly discovered evidence of changed conditions found, upon inspection by the Board, to be valid. For such newly discovered evidence to be considered, an applicant shall submit a detailed description of such evidence to the Zoning Administrator who shall place it on the agenda of the Zoning Board of Appeals along with a report and recommendation on the nature of such newly discovered evidence and whether it may have been pertinent to the decision of the Zoning Board of Appeals. If the Zoning Board of Appeals determines that the newly discovered evidence would have been pertinent to its decision, it shall direct the Zoning Administrator to accept a new application for the previously denied variance. An application considered under the terms of this subparagraph shall be considered a new application and shall be subject to all hearing, notice and fee requirements of this Ordinance.</p>		
Authorization		
AFFIDAVIT:		
<p>The undersigned acknowledges that if a variance is granted or other decisions favorable to the undersigned is rendered upon this appeal, the said decision does not relieve the applicant from compliance with all other provisions of the City of Manistee Zoning Ordinance; the undersigned further affirms that he/she or they is (are) the (owner/lessee/authorized agent for the owner) involved in the appeal and the answers and statements herein contained and the information herewith submitted are in all respects true and correct to the best of his, her or their knowledge and belief. By signing this affidavit permission is given for Zoning Board of Appeals Members to make a site inspection if necessary.</p>		
Signature: 		Date: <u>11/26/19</u>
Signature: 		Date: <u>11/26/19</u>
<input checked="" type="checkbox"/> Fee of \$500.00 enclosed and Site Plan for project attached (request cannot be issued without site plan)		
Office Use Only		
Fee: <input type="checkbox"/> \$500.00		Receipt #
Date Received:	Hearing Date:	ZBA-

ARTICLE TWENTY-ONE

SIGNS

[ANNOTATION: Article 21 Signs was repealed and replaced by Amendment 217-06, effective 6/16/17]

SECTION 2100 PURPOSE

Regulation of the location, size, placement, and certain features of signs is necessary to enable the public to locate goods, services, and facilities in the City of Manistee, to improve pedestrian and vehicular safety, and to promote and preserve the general attractiveness of the community. Accordingly, it is the intention of this Ordinance to establish regulations governing the display of signs that will:

- A. Encourage and protect the public health, safety, welfare and convenience;
- B. Enhance the economy and the business and industry of the City by promoting the reasonable, orderly, and effective display of signs, and thereby encourage improved communication with the public;
- C. Restrict signs and lights which overload the public's capacity to receive information, which increase the probability of traffic congestion and accidents by distracting attention or obstructing vision, and which are deemed to detract from the aesthetics of the community; and
- D. Reduce conflict between signs and their illumination and public and private land uses.

SECTION 2101 PROCEDURES

- A. Sign Permit Application. The Zoning Administrator may approve sign permit applications. Applications require a fee, as determined by City Council.
 - 1. The Historic District Commission may approve exceptions to this Article 21.
 - 2. The City Council may approve exceptions to this Article 21 for community events.
- B. Inspection and Compliance. The Administrator shall inspect each sign for which a permit is issued. If the sign is in full compliance with this Ordinance the Administrator shall issue a Certificate of Compliance. If the construction is not in full compliance with this Ordinance the Administrator shall give the applicant notice of the deficiencies. If the deficiencies have been corrected upon re-inspection, the Administrator shall issue a certificate of compliance. If the deficiencies are not corrected within thirty (30) days, the permit shall be revoked and the sign shall be removed at the expense of the applicant.
- C. Permit Lapse. A sign permit shall lapse once the purpose of the sign has ended the sign and supporting structure shall be removed within 180 calendar days. A sign whose permit has lapsed shall be removed by the owner within thirty (30) days of receipt of notice to remove from the City.
- D. Permit Assignment. A sign permit shall be assignable to the successor of a business on the same parcel, except where the proposed sign is materially or substantially different in any way to the sign which was permitted. The Administrator shall make this determination.

SECTION 2102 GENERAL STANDARDS

A. Computations. The following standards shall be met when calculating the area and height of a sign.

1. The area of a sign face (which is also the sign area of a wall sign or other sign with only one face) shall be computed by means of the smallest square, circle, rectangle, triangle, or combination thereof that will encompass the extreme limits of the writing, representation, emblem, or other display.
2. The sign area for a sign with more than one (1) face shall be computed by adding together the area of all sign faces visible from any one (1) point.
3. The height of the uppermost portions of pole signs shall not exceed twenty (25) feet. The height of the uppermost portions of ground signs shall not exceed eight (8) feet in all districts except the GI district, where the uppermost portions of such signs shall not exceed twelve (12) feet. The uppermost portions of wall, marquee and projecting signs shall not project higher the roofline of the structure to which it is attached.
4. Where a sign projects or protrudes over any public or private sidewalk or walkway the bottommost point of the sign structure shall be at least eight (8) feet from said walkway. Area of Signs (marquee, suspended and wall).
 - a. For properties fronting on US 31 in the G-C, P-D, C-1, C-2, C-3 and W-F districts or properties with a minimum of 10,000 sq. ft. of parcel area that front on a Key Street Segment in the R-2 Zoning District, marquee, suspended and wall signs shall be permitted and the maximum cumulative sign area permitted expressed in square feet shall be not more than 1.5 times the principal building width, measured from corner to corner, facing the public right-of-way or 50 square feet for each storefront, whichever is greater.
 - b. For properties that do not front on US 31 in the P-D, C-1, C-2, C-3 and WF districts or properties with a minimum of 10,000 sq. ft. of parcel area that front on a Key Street Segment in the R-2 and R-3 Zoning Districts, marquee, suspended and wall signs shall be permitted and the maximum cumulative sign area permitted expressed in square feet shall not be more than 1.5 times the principal building width, measured from corner to corner, facing the public right-of-way, or fifty (50) square feet for each storefront, whichever is greater.
 - c. For properties with water frontage in the R-3 P-D, C-2, C-3 and WF marquee, suspended and wall signs shall be permitted on the water front side and the maximum cumulative sign area permitted expressed in square feet shall not be more than .75 times the principal building width, measured from corner to corner, facing the public right-of-way, or twenty-five (25) square feet, for each storefront whichever is greater. Each boat slip will be permitted a sign not to exceed twenty-five (25) square feet.
 - d. Allocation of Signage. Signage may be transferred to a side of the building where signage is not allocated.

- B. **Illuminated Signs:** Sources of Illumination shall not flash on and off or change color or intensity. Exceptions include:
1. Halo signs, where lighting is behind the lettering and the source of the illumination is not seen by a direct line of sight.
 2. Electronic changeable message displays (any sign that uses electronic means within a display area to cause one message or display to be replaced by another, movable display or video) shall be limited to:
 - a. One contiguous dynamic element on the face of the sign at a time.
 - b. A dynamic element that does not change more than once every 15 minutes, and changes are instantaneous without any special effects.
 - c. Static images and messages.
 - d. Only that brightness that is necessary for clear and adequate visibility.
 - e. Intensity or brilliance that does not impair the vision of a motor vehicle driver.
- All illuminated signs, including, halo, and electronic changeable message displays, shall be equipped with a mechanism that automatically adjusts the brightness in response to ambient conditions, or turns the illumination off during daylight hours. Externally illuminated signs shall be lit by use of a light shining downward onto the sign. The source of the light shall be baffled so it is not visible beyond the property line.
- C. **The Historic District Commissions:** Signs and the illumination of signs in the Historic District Commission require requires Historic District Commission approval.
- D. **Substitution:** Sign messages may be changed at any time. Any change of the structure or size of a sign, or structure the sign is mounted on requires approval under this Ordinance for purposes of compliance with this Ordinance.
- E. **Setbacks.** All signs shall be setback at least four (4) feet from the public right-of-way to the front of the sign structure, provided clear vision can be maintained, pursuant to Section 513.
- F. **Billboards.** Refer to Section 1814.
- G. **Covering.** Covering around a pole shall be limited-to a width of not more than thirty (30) percent of the width of the sign face. Signage or copy shall not be permitted on pole coverings.

SECTION 2103 EXEMPT SIGNS

The following signs shall be exempt from regulations in this Article.

- A. Any public notice, traffic control or warning required by a valid and applicable federal, state, or local law, regulation, or ordinance.
- B. Any sign wholly located within a building including window signs. Except signs in the Historic District that require Historic District Commission approval
- C. Flags up to twenty-four (24) square feet in area.

- D. Signs posted by a governmental agency or on their behalf by an authorized contractor.
- E. Portable signs shall be permitted in the R-2, R-3 for properties with a minimum of 10,000 sq. ft. of area that front on a Key Street Segment, G-C, W-F, and C-1 districts subject to a determination by the Zoning Administrator that its placement will not impact safety or visibility for motorists and pedestrians and further limited as follows:
 - 1. 8 square feet per side;
 - 2. One per storefront; and
 - 3. Permitted only during hours of operation of business.
- F. Temporary Signs on the property during construction, maintenance or improvements and relating to construction, maintenance or improvements on the property during the period of time of work.

SECTION 2104 PROHIBITED SIGNS

The following signs shall not be allowed in any district.

- A. Signs which are illegal under State laws or regulations and applicable local ordinances or regulations, and which are not consistent with the standards in this Ordinance.
- B. Signs that are not clean and in good repair, not securely affixed to a supporting structure, and signs that are out of compliance with applicable building and electrical codes.
- C. Off-Premise Signs. Except as provided in Section 1814 of this Ordinance.
- D. Signs that are not official traffic signs that appear to or attempt to regulate, warn, or direct the movement of traffic.
- E. Signs located in, projecting into or overhanging within a public right-of-way or dedicated public easement, except the following:
 - 1. Signs posted by a governmental agency, transit company, public utility, or construction related signs placed by a contractor doing authorized or permitted work within the right-of-way.
 - 2. Projecting, marquee, and suspended signs projecting over a public right-of-way as permitted and regulated in the P-D, C-2 and C-3 districts.
 - 3. Banners that have been approved by the City Council.
- F. Portable signs shall be permitted in the P-D, C-2 and C-3 districts subject to a determination by the Zoning Administrator that said placement will not impact safety or visibility for motorists and pedestrians and provided clear vision can be maintained, pursuant to Section 513 and further limited as follows:
 - 1. 8 square feet per side;
 - 2. One per storefront; and
 - 3. Permitted only during hours of operation of business.

SECTION 2105 SIGN REGULATION TABLE

Zoning Districts	Permitted Sign Types	Max. # of Signs Allowed	Max, Total sign Area Allowed
G-C	Ground	1 (for each 600 feet of frontage)	32 Sq. Ft. (limited to 8 feet in height)
	Marquee, Suspended, Wall	n/a	50 square feet or 1.5 x of principal building width whichever is greater
	Projecting	1	One per storefront no greater than 48 Sq. Ft.
	Portable	1 (no permit needed)	8 Sq. Ft. (only during hours of operation)
R-1, R-2, R-3, & R-4	Ground, Marquee, Projecting, Suspended, Wall	n/a	16 Sq. Ft. (Ground signs limited to 8 feet in height)
Properties with frontage on US 31 or properties with a minimum of 10, 000 sq. ft. of parcel area that front on a Key Street Segment in the R-2 Zoning District			
R-2, P-D, C-1, C-2, C-3, & W-F	Ground, Pole	1	80 Sq. Ft. (Ground signs limited to 8 feet in height)
	Marquee, Suspended, Wall	n/a	50 square feet or 1.5 x of principal building width whichever is greater
	Projecting	1	One per storefront no greater than 48 Sq. Ft.
	Portable	1 (no permit needed)	8 Sq. Ft. (only during hours of operation)
Properties not fronting on US 31 or properties with a minimum of 10, 000 sq. ft. of parcel area that front on a Key Street Segment in the R-2 & R-3 Zoning Districts <i>Internally lit signs are prohibited in the Historic District</i>			
R-2 & R-3, P-D, C-2, C-3, & WF	Ground	1	16 Sq. Ft. (limited to 8 feet in height)
	Marquee, Suspended, Wall	n/a	50 square feet or 1.5 x of principal building width whichever is greater
	Projecting	1	One per storefront no greater than 16 Sq. Ft.
	Portable	1 (no permit needed)	8 Sq. Ft. (only during hours of operation)
Properties with water frontage <i>Lighting of ground mounts signs on the riverwalk is prohibited</i>			
R-3, P-D, C-2, C-3 & W-F	Ground	1	16 Sq. Ft. (limited to 8 feet in height)
	Marquee, Suspended, Wall	n/a	25 Sq. Ft. or .75 x of principal building width Each boat slip will be permitted (1) one sign not to exceed 25 square feet.
	Projecting	1	16 sq. ft.
	Portable	1 (no permit needed)	8 Sq. Ft. (only during hours of operation)
Industrial Properties			
L-I & G-I	Ground	1 (for each 600 feet of frontage)	64 sq. ft. (limited to 12 feet in height)
	Marquee, Suspended, Wall	n/a	64 Sq. Ft. (For parcels on corner lots an additional 64 sq. ft. of signage will be permitted)
	Projecting	1	48 Sq. Ft.

All signs shall be setback at least four (4) feet from the public right-of-way to the front of the sign structure, provided clear vision can be maintained, pursuant to Section 513.

Where a sign projects or protrudes over any public or private sidewalk or walkway the bottommost point of the sign structure shall be at least eight (8) feet from said walkway.

*PRIOR ORDINANCE*Effective March 27, 2006
As amended thru October 27, 2012

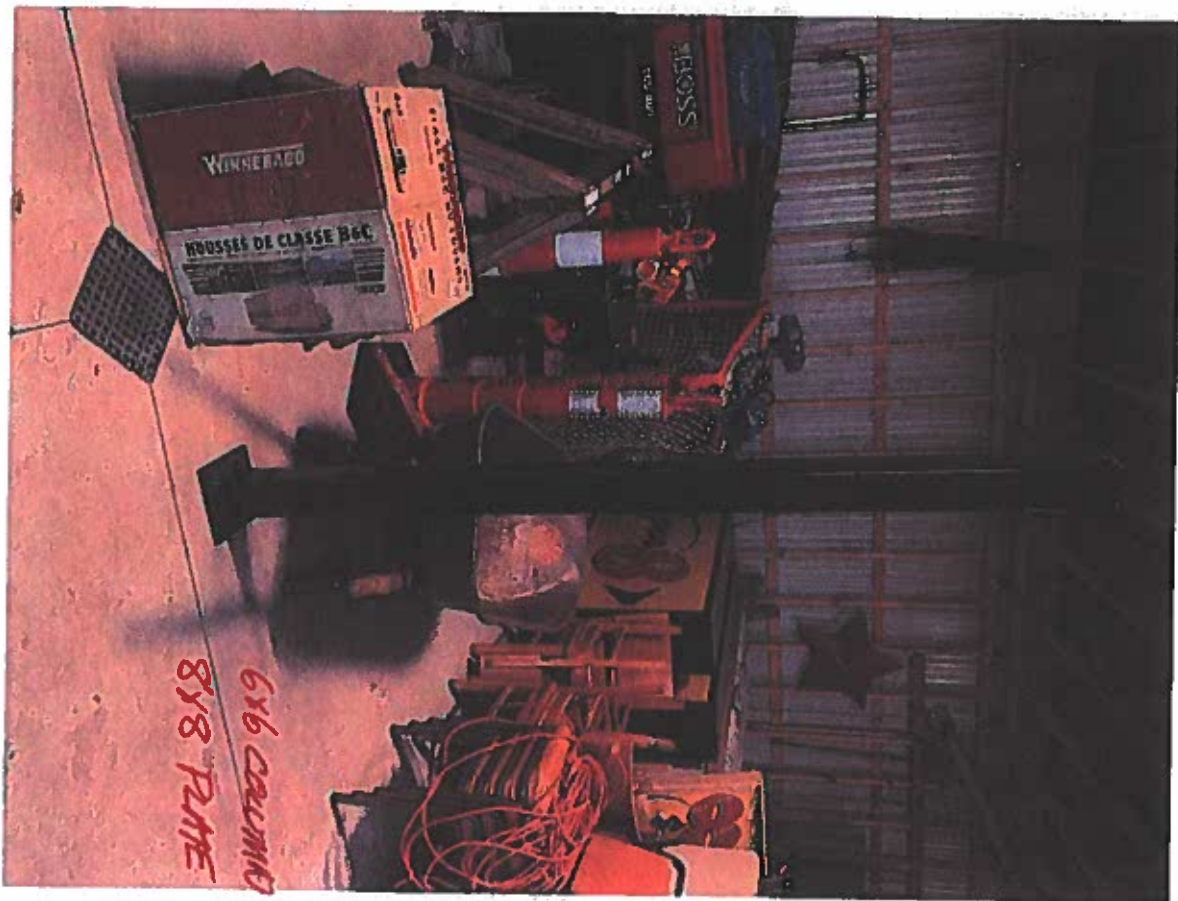
- F. Allocation of Signage. Where only one side of the building is allowed signage, signage may be allocated to any side of the building. For buildings where more than one side of the building is allowed signage (i.e. corner lots) signage area may be transferred from one side to an adjoining side of the building where signage is not allocated. [Annotation: "Sign area on Corner Lots" language was changed to "Allocation of Signage" language by Amendment Z10-07, effective 10/30/10]
- G. Setbacks. All signs shall be setback at least four (4) feet from the public right-of-way to the front of the sign structure, provided clear vision can be maintained, pursuant to Section 513.
- H. Billboards. Refer to Section 1814.
- I. Covering. Covering around a pole or pylon shall be limited in width to a width of not more than thirty (30) percent of the total width of the sign face. Signage or copy shall not be permitted on pole or pylon coverings.

SECTION 2103 EXEMPT SIGNS

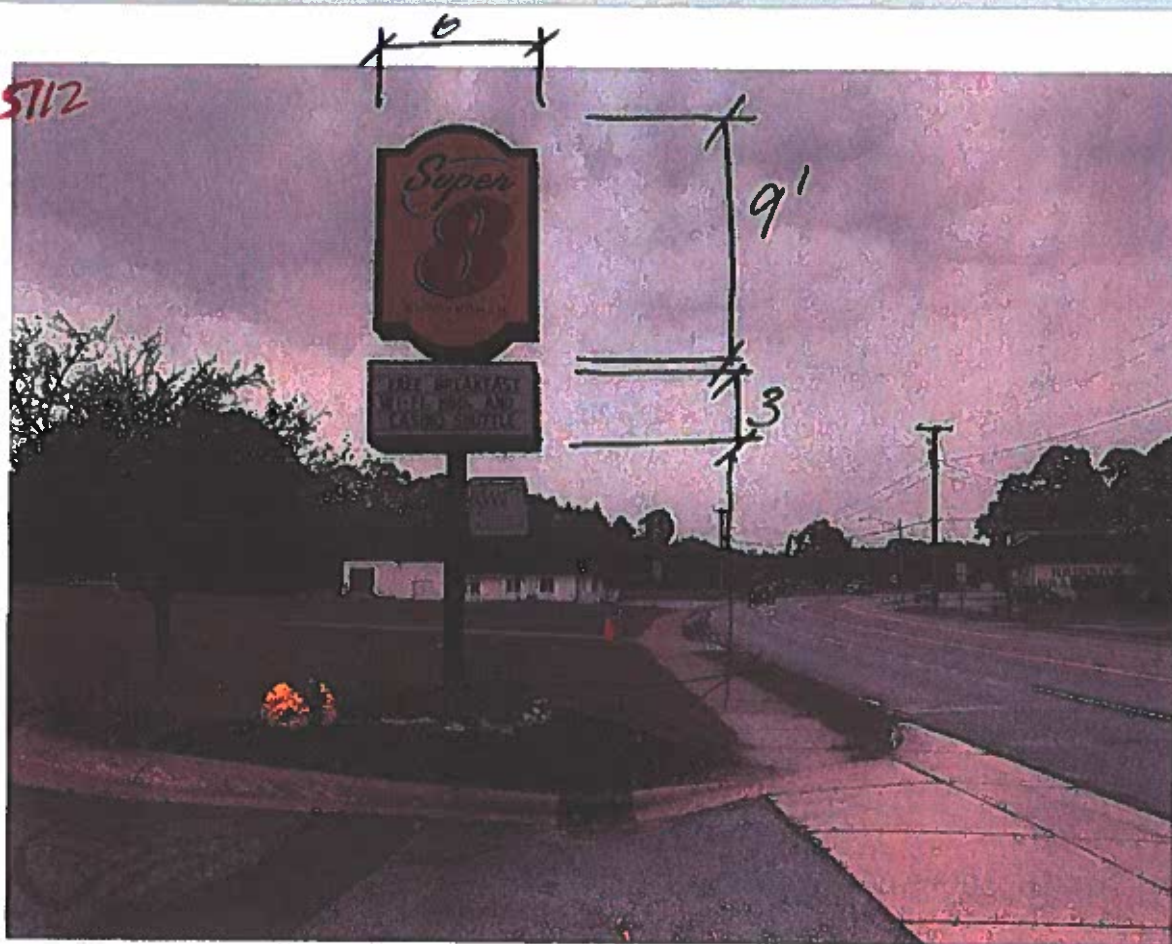
The following signs shall be exempt from regulations in this Article.

- A. Any public notice, traffic control or warning required by a valid and applicable federal, state, or local law, regulation, or ordinance.
- B. Any sign wholly located within a building and not visible from outside the building. This does not include window signs.
- C. Holiday lights and decorations with no commercial message.
- D. Works of art that do not contain a commercial message.
- E. Traffic control signs, incidental signs, or menu boards on private properties that do not contain a commercial message, including Stop, Yield, One Way, and similar signs, provided that menu boards shall not exceed twenty (20) square feet in area.
- F. Governmental historical designation signs.
- G. Flags up to twenty-four (24) square feet in area.
- H. For sale and for rent and future development site signs on real property, provided such signs do not exceed six (6) square feet in the R-1, R-2, R-3, R-4, and C-2 districts or sixteen (16) square feet in the P-D, C-1, C-3, W-F, L-I or G-I districts. Future development Site Signs are only permitted after zoning approval is in place. [Annotation: this paragraph changed to include future development site signs by Amendment 07-18, effective 5/29/07] [Annotation: P-D was added by Amendment Z12-08; effective 10/27/12]
- I. One sign attached to a building or structure displaying such messages as "No Trespassing" or "No Hunting" in an area.
- J. Political election signs provided such signs are removed within a period of not more than four (4) months prior to an election and are not displayed for more than seven (7) days following an election. [Annotation: this paragraph changed to require removal of signs within 4 months of election and 7 days after election by Amendment 07-28, effective 5/29/07]

*NOTICE THE CHANGE
IN 2017 VS. 2012.
"TRAFFIC CONTROL SIGNS"
WERE EXEMPT.*



5712

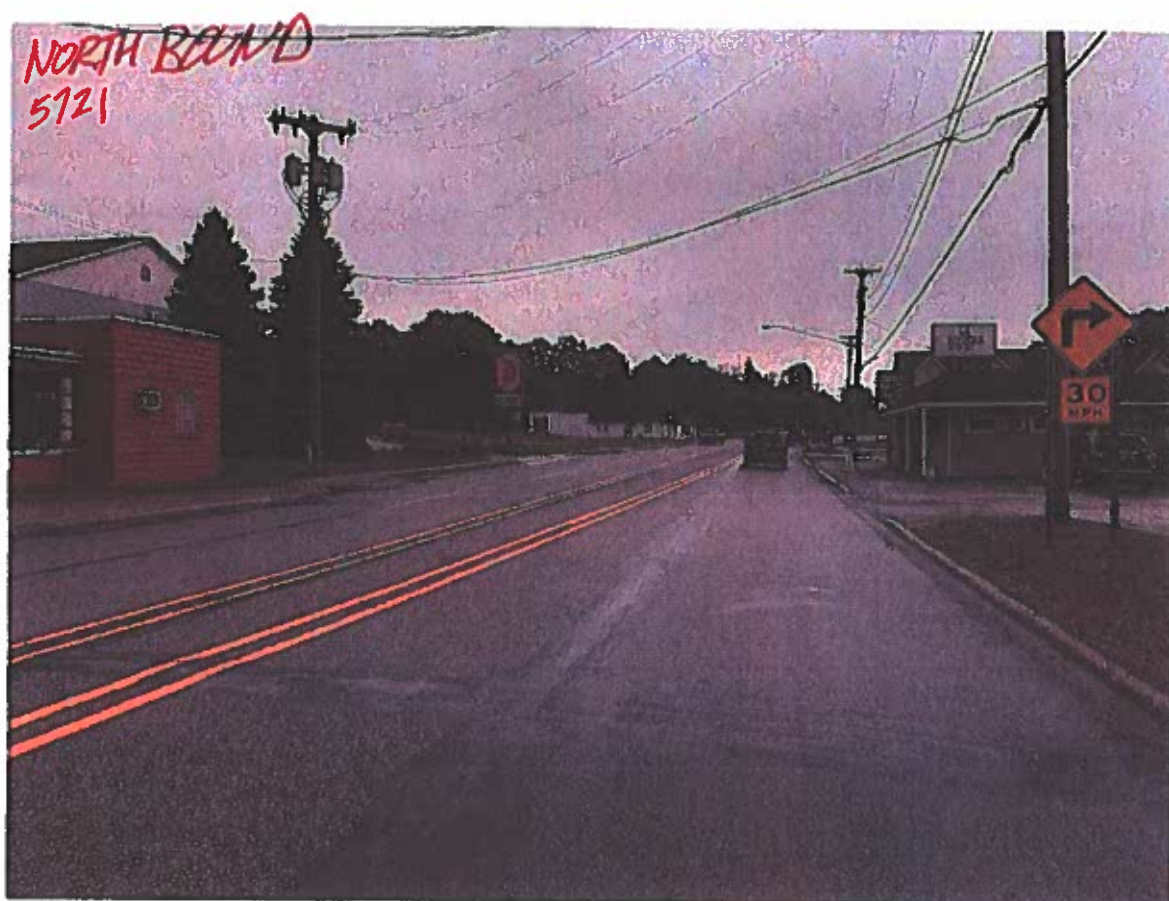


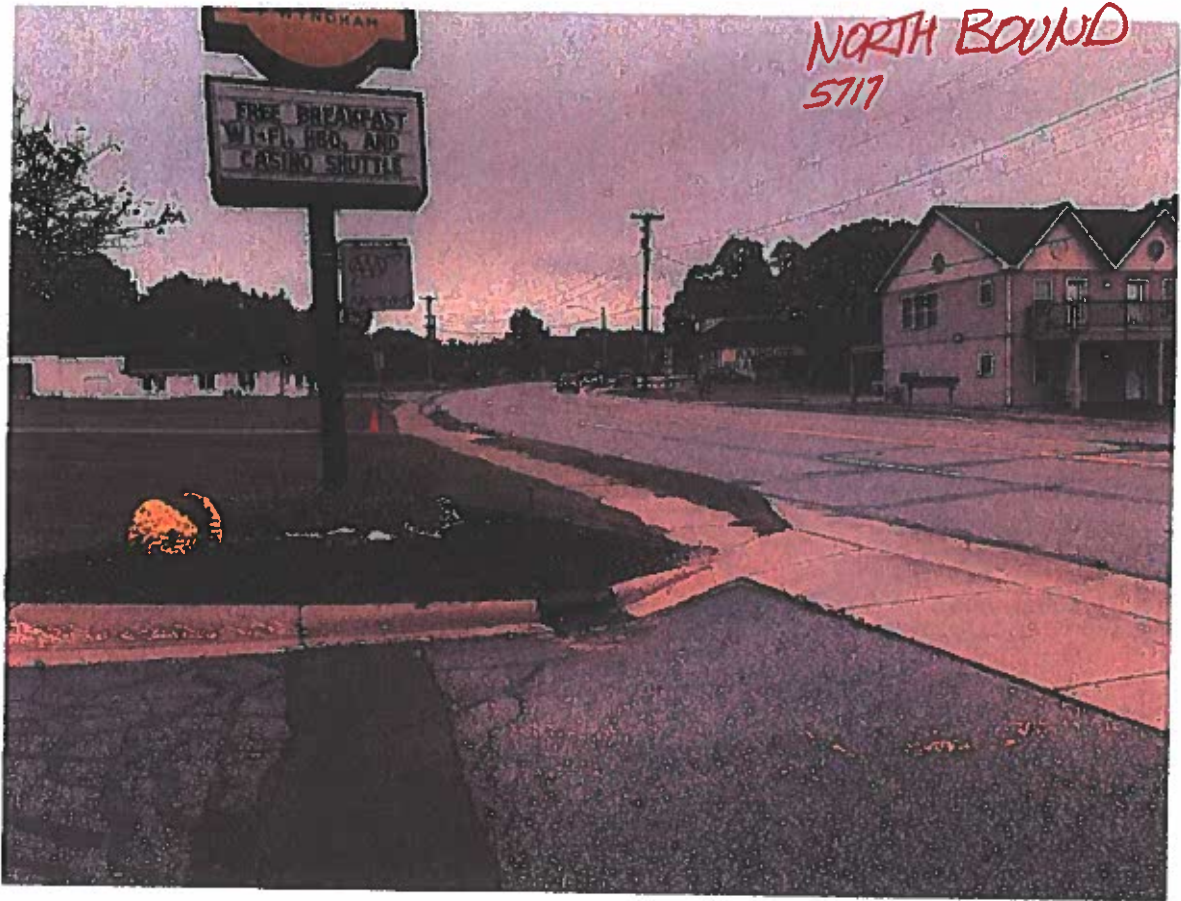
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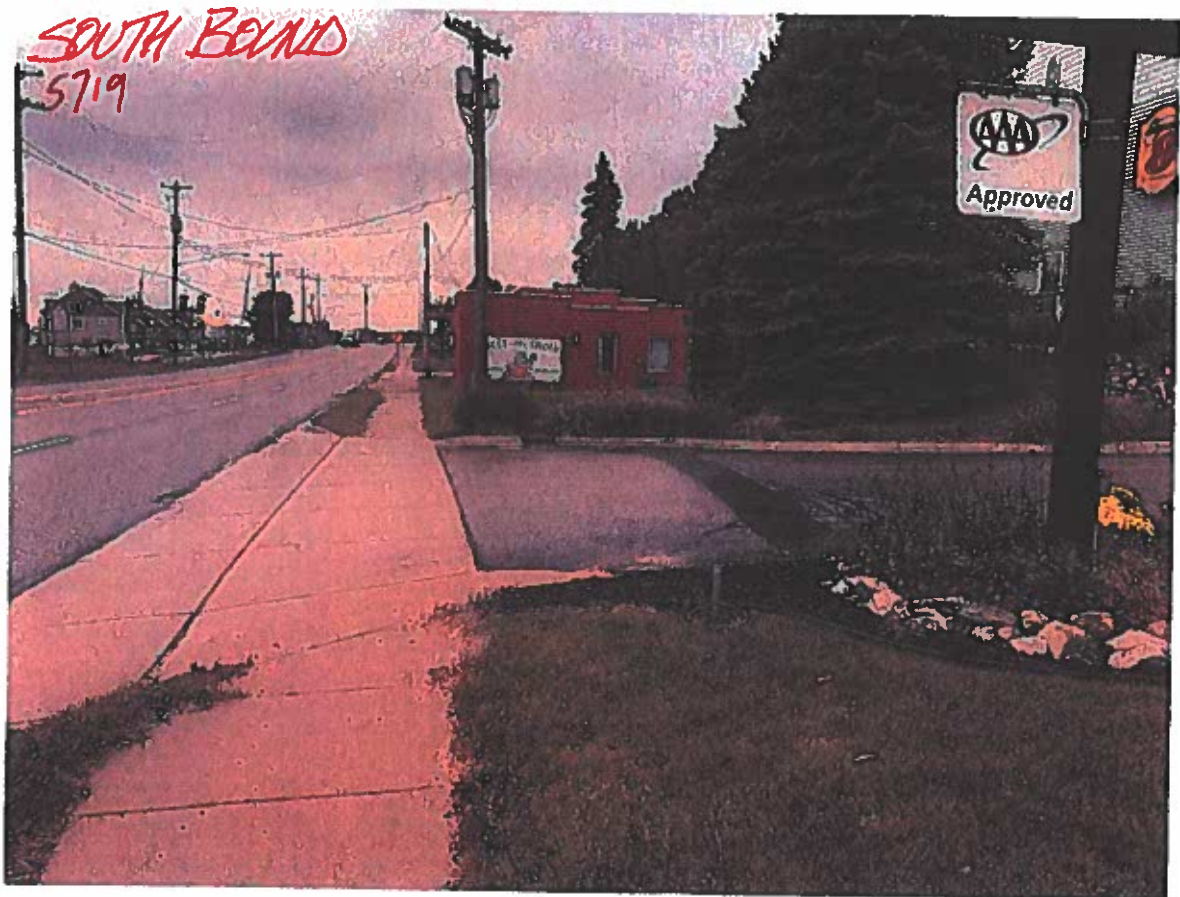








B



A



220 Arthur Street

ARTHUR ST

VETERANS PARK DRIVE

0 50 100 200 300 Feet

N



PLANNING DEPARTMENT
Kyle Storey
Zoning Administrator
395 Third St. Manistee, Michigan 49660
(231) 398-3576
Fax (231) 398-3526
kstorey@manisteecountymi.gov

Date: 1/16/2020

To: City of Manistee: Zoning Board of Appeals

From: Kyle Storey – City of Manistee Zoning Administrator

Subject: Parcel #51-146-726-06 – Variance Request

Dear Zoning Board of Appeals,

Parcel #51-146-726-06, or 160 Memorial Drive, has provided all necessary documents in a Request for Appeal – Variance application. The applicant is seeking a **generalized** interpretation of Section 2102(A)(4)(b) regarding “...wall signs shall be permitted and the maximum cumulative sign area permitted expressed in square feet shall not be more than 1.5 time the principal building width, measure from corner to corner, facing the public right-of-way, or fifty (50) square feet for each storefront, whichever is greater.” **Essentially, the ZBA is tasked with defining how to calculate the amount of square footage for an example parcel.**

This case is being reheard due to the result of last meeting’s motion. The motion from last meeting was pertaining to a specific parcel in question when the motion should be more generalized as the request for interpretation doesn’t deal with a specific parcel. However confusing, the main point is that a future motion to definitively determine how to calculate square footage needs to be made instead of being as specific as before.

Present regulations are outlined in the City of Manistee Sign Ordinance which follows this memo. Attached documents include:

- Request for Appeal Application and narrative
 - Addendum
- City of Manistee Sign Ordinance
- Aerial photo showcasing existing structural layout of example parcel
- Previous memos from current and past Zoning Administrator’s regarding past projects and subsequent sign area calculations

The applicant agent will attend the Zoning Board of Appeals meeting to answer any questions the ZBA may have pertaining to this Zoning Ordinance interpretation.

Thank you,

A handwritten signature in black ink, appearing to read 'KStorey', with a long horizontal line extending to the right.

Kyle Storey
Manistee County Planner
City of Manistee Zoning Administrator

**PAID**

NOV 27 2019

Edward Bradford
CITY TREASURER**Request for Appeal**City of Manistee Zoning Board of Appeals
Please Print

Zoning Board of Appeals/Planning & Zoning

395 Third Street

Manistee, MI 49660

231.723.6041 (phone)

231.398.3526 (fax)

Submission of Application		
After receipt of a complete application a public will be scheduled. You will receive written notice from the City indicating the date and time. You or your representative should be present at the hearing to explain your request to the Board and to answer any questions that they may have. After the hearing, the Board of Appeals will make a decision to approve, approve with conditions, or deny your request. You will receive written notice of their decision. Each application shall be accompanied by the payment of a fee \$500.00 in accordance with the schedule of fees adopted by the City Council to cover the costs of processing the application.		
Applicant Information		
Name of Owner: <i>FREEMAN FAMILY ENTERPRISES</i>		
Address: <i>829 W. MAIN, STE. 2, GAYLORD, MI 49735</i>		
Phone #:	Cell#:	e-mail:
Name of Agent (if applicable): <i>ANDERSON SIGN, INC.</i>		
Address: <i>1965 PINE CREEK ROAD, MANISTEE, MI 49660</i>		
Phone #: <i>231-723-8861</i>	Cell#: <i>231-342-1144</i>	e-mail: <i>tom@andersonsign.com</i>
Property Information		
Address: <i>160 MEMORIAL DRIVE</i>		Parcel #
Present/proposed Land Use: <i>GROCERY STORE</i>		
Names and addresses of all persons, firms or corporations having a legal or equitable interest in the land: <i>OLESON'S FOOD STORE, RD. BOX 12, TRAVERSE CITY, MI 49685</i>		
List of Deed Restrictions (cite Liber & Page) and attach additional sheets if necessary:		
Has a previous appeal been made with respect to this property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If a previous appeal, re-zoning or special use permit application was made state the date, nature of action requested and the decision:		
Detailed Narrative of Request		
State exactly what is intended to be done, on or with the property that necessitates a variance from the Zoning Board of Appeals. <i>SEE ATTACHED LETTER TO ZBA REQUESTING A VARIANCE TO ZONING ADMINISTRATOR'S INTERPRETATION FOR CALCULATION OF ALLOWABLE SIGN SQUARE FOOTAGE.</i>		

Detailed Request and Justification			
	Identify each requested variance	Required by Zoning	Requested by Appellant
	Front Yard Set Back	From	To
	Side Yard Set Back	From	To
	Side Yard Set Back	From	To
	Rear Yard Set Back	From	To
	Waterfront Set Back	From	To
	Height	From	To
	Lot Coverage	From	To
	Off Street Parking	From	To
	Other:	From	To
Please Mark all characteristics of your property which require the granting of a variance			
	Too Narrow	Explain:	
	Too Small	Explain:	
	Too Shallow	Explain:	
	Elevation (height)	Explain:	
	Slope	Explain:	
	Shape	Explain:	
	Soil	Explain:	
	Other:	Explain:	
Specific Variance			
<p>The Board shall have the power to authorize, upon an appeal, specific variances from such requirements as lot area and width regulations, building height regulations, yard and depth regulations, and off-street parking and loading space requirements provided it finds that all of the Basic Conditions and any one (1) of the Specific Conditions set forth herein can be satisfied. The appellant shall submit, along with the established fee and other materials, a narrative demonstrating why a variance is sought.</p>			
Basic Conditions - The Board shall find that a variance request meets all of the following conditions.			
1. The requested variance is not contrary to the public interest or to the intent and purpose of this Ordinance.			<input type="checkbox"/> yes <input type="checkbox"/> no
Justification:			
2. The requested variance does not establish a use that is not permitted by right or by a special use permit in the zoning district.			<input type="checkbox"/> yes <input type="checkbox"/> no
Justification:			
3. The requested variance does not create an adverse effect upon properties in the immediate vicinity or in the district.			<input type="checkbox"/> yes <input type="checkbox"/> no
Justification:			
4. The requested variance is not of a recurrent nature to require a change in the Zoning Ordinance.			<input type="checkbox"/> yes <input type="checkbox"/> no
Justification:			
5. The requested variance is for property under the control of the applicant			<input type="checkbox"/> yes <input type="checkbox"/> no
Justification:			
6. The requested variance was not self-created by the applicant or property owner.			<input type="checkbox"/> yes <input type="checkbox"/> no
Justification:			

7. There is not an alternative that would allow the improvement to the property without the requested variance.		<input type="checkbox"/> yes <input type="checkbox"/> no
Justification:		
8. The requested variance is the minimum amount necessary to still permit the reasonable use of the land.		<input type="checkbox"/> yes <input type="checkbox"/> no
Justification:		
Special Conditions - When all of the foregoing basic conditions can be satisfied, a variance may be granted when any one (1) of the following special conditions can be clearly demonstrated:		
Are there practical difficulties with the property that prevents full compliance with the requirements of the ordinance? [Practical difficulties are evaluated in terms of the use of the parcel. Neither the fact the appellant could incur additional costs to achieve full compliance or receive additional income with less than full compliance are to be considered]		<input type="checkbox"/> yes <input type="checkbox"/> no
Justification:		
Is there an exceptional or extraordinary circumstance or physical condition (narrowness, shallowness, shape or topography) of the property or to the proposed use that does not apply to other properties or uses in the same zoning district?		<input type="checkbox"/> yes <input type="checkbox"/> no
Justification:		
Is the requested variance for a right possessed by other properties in the same zoning district?		<input type="checkbox"/> yes <input type="checkbox"/> no
Justification:		
Site Plan Requirements		
The applicant is responsible to provide a survey and legal description (unless waived by the Zoning Administrator) as follows:		
	The property, identified by parcel lines and location and size	
	The scale, north point.	
	Natural features such as woodlots, waterbodies, wetlands, high risk erosion areas, slopes over 25%, beach, sand dunes, drainage and similar features.	
	The location of proposed and main and accessory buildings, existing structures, fences on the site, the height of all buildings, square footage of floor space and set-backs.	
	The proposed driveway, if any.	
	If the parcel is a result of a parcel split resulting after the adoption of this ordinance, then the required site plan shall show all structures and buildings, drawn to scale, that are located on the adjacent property.	
	Location dimensions of existing and proposed man-made features such as buildings, structures, utility easements, water, storm sewer and sanitary sewer lines, storm water drainage and retention lines.	
	Surface and subsurface storm water drainage and retention systems for paved, roof, and other impermeable surfaces on the site	
	Neighboring driveways, and other vehicular circulation features within and adjacent to the site; also the location, size and number of parking spaces in the off-street parking areas and identification of service lanes and service parking	
	Any proposed alterations to the topography and other natural features shall be indicated.	
	Any proposed location of connections to existing utilities and proposed extensions thereof.	
	A description of the proposed development	
	A vicinity map showing the location of the site in relation to the surrounding street system.	

Rules – The following rules shall be applied in the granting of variances

The Board may specify, in writing, such conditions regarding the character, location, and other features that will in its judgment, secure the objectives and purposes of this Ordinance. The breach of any such condition shall automatically invalidate the permit granted.

Each variance granted under the provisions of this Ordinance shall become null and void unless: The construction authorized by such variance has received a City zoning permit within one (1) year after the granting of the variance; and the occupancy of land, premises, or buildings authorized by the variance has taken place within one (1) year after the granting of the variance, unless an extension of time has been granted by the Zoning Board of Appeals.

No application for a variance which has been denied wholly or in part by the Board shall be re-submitted for a period of one (1) year from the date of the last denial, except on the grounds of newly discovered evidence of changed conditions found, upon inspection by the Board, to be valid. For such newly discovered evidence to be considered, an applicant shall submit a detailed description of such evidence to the Zoning Administrator who shall place it on the agenda of the Zoning Board of Appeals along with a report and recommendation on the nature of such newly discovered evidence and whether it may have been pertinent to the decision of the Zoning Board of Appeals. If the Zoning Board of Appeals determines that the newly discovered evidence would have been pertinent to its decision, it shall direct the Zoning Administrator to accept a new application for the previously denied variance. An application considered under the terms of this subparagraph shall be considered a new application and shall be subject to all hearing, notice and fee requirements of this Ordinance.

Authorization

AFFIDAVIT:

The undersigned acknowledges that if a variance is granted or other decisions favorable to the undersigned is rendered upon this appeal, the said decision does not relieve the applicant from compliance with all other provisions of the City of Manistee Zoning Ordinance; the undersigned further affirms that he/she or they is (are) the (owner/lessee/authorized agent for the owner) involved in the appeal and the answers and statements herein contained and the information herewith submitted are in all respects true and correct to the best of his, her or their knowledge and belief. By signing this affidavit permission is given for Zoning Board of Appeals Members to make a site inspection if necessary.

Signature: _____

Date: _____

11/22/19

Signature: _____

Date: _____

☒ Fee of \$500.00 enclosed and Site Plan for project attached (request cannot be issued without site plan)

Office Use Only

Fee: ☐ \$500.00

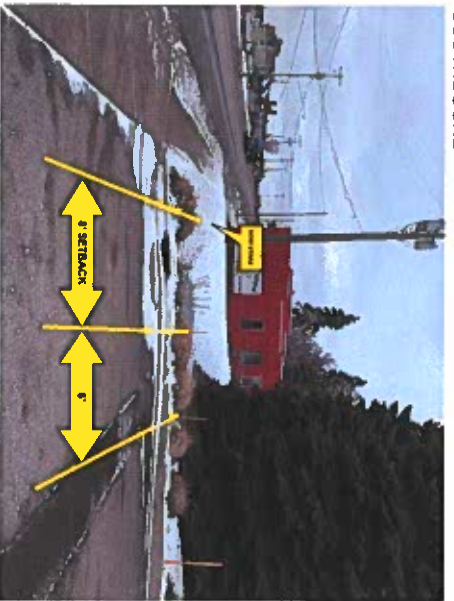
Receipt #

Date Received:

Hearing Date:

ZBA-

SOUTHBOUND



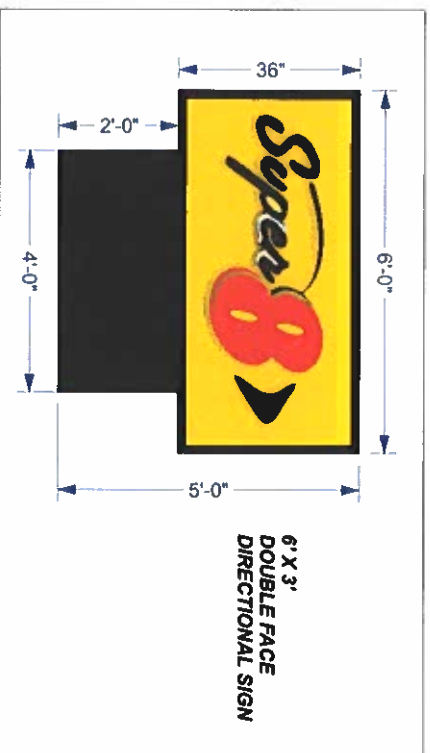
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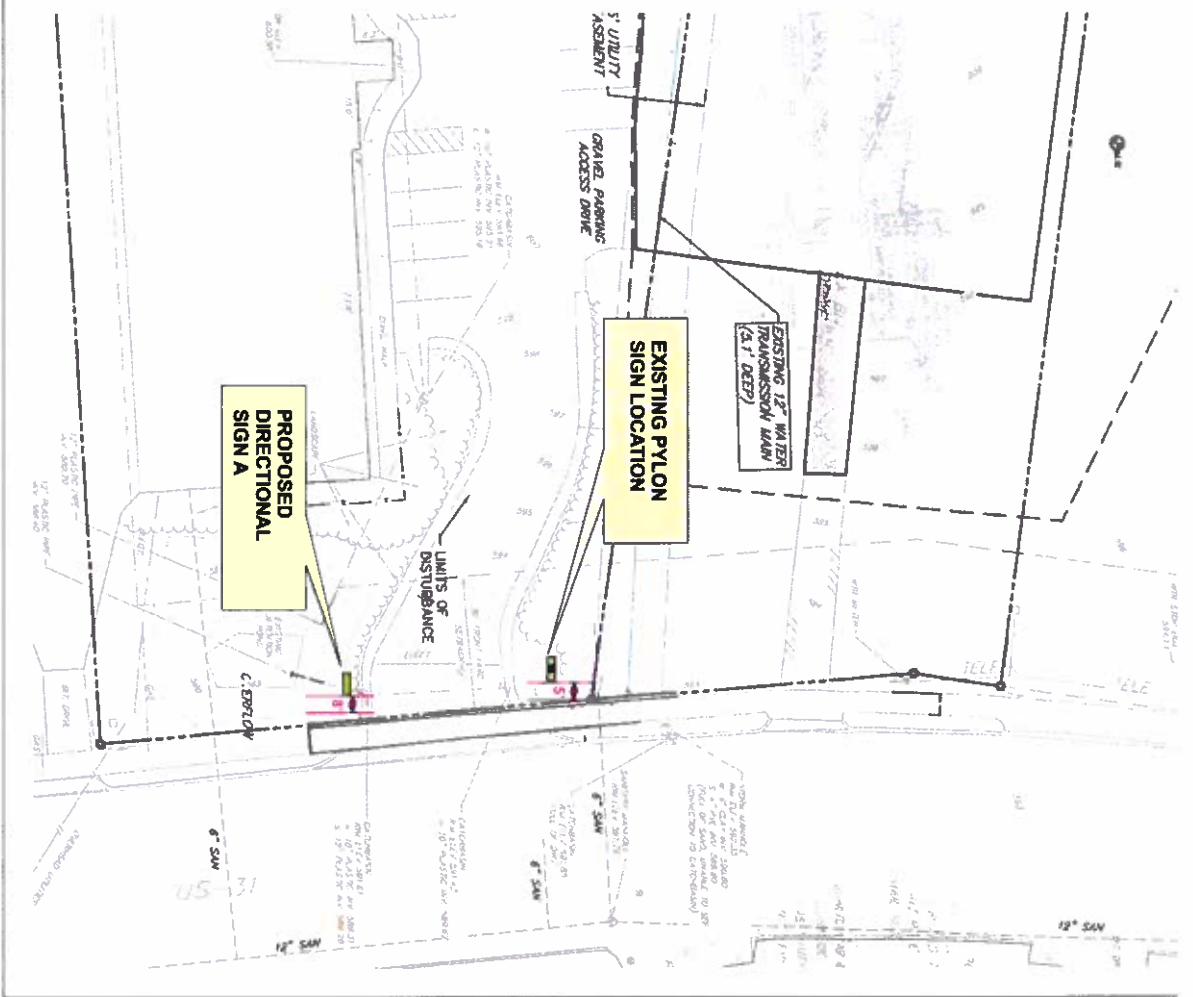




NORTHBOUND



SOUTHBOUND





 DIRECTIONAL SIGN
 PYLON SIGN

PARTIAL SITE PLAN
 SPICER GROUP



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November 22, 2019

Manistee Zoning Board of Appeals
70 Maple Street
Manistee, MI 49660

RE: Save A Lot, 160 Memorial Dr. - Appeal of Sign Permit denial

Dear Members of the ZBA,

On October 16, 2019 the City of Manistee Zoning Administrator denied our application to install signage at the Save A Lot grocery store located at 160 Memorial Drive. You can read his reasoning in the 10/16/19 memo included with this application, but to summarize his point, we were denied the permit because the proposed sign area was "just over 50 sq.ft. too large".

We are making this appeal to the ZBA because we disagree with the Zoning Administrator's interpretation of how to calculate the allowable area of signs spelled out in Article 21 "SIGNS" of the City of Manistee Zoning Ordinance, specifically Section 2102 A.4.b.

Article 25 "ZONING BOARD OF APPEALS" states in Section 2500 "that there shall be provided a means for competent interpretation and controlled flexibility in the application of this Ordinance". Also, Section 2507 B.1. states that part of the Duties and Powers of the ZBA is to: "Interpret, upon request, the provisions of this Ordinance in such a way as to carry out the intent and purpose of the Ordinance." That is why we bring this request to the ZBA.

It was suggested that we might also consider appealing the decision based on Section 2507 C. Variances. However, it is only the Zoning Administrator's interpretation of how to calculate the allowable area of signs that we disagree with. The following outline of our request for appeal will touch on (A) a short history about the evolution and intent of the Manistee Sign Ordinance, (B) a review of pertinent definitions and key sentences in the Ordinance, and (C) precedents of similar sign permit decisions in the City of Manistee.

A. A Short History

In 2006 the City of Manistee adopted a Sign Ordinance with the assistance of the Grand Rapids based consulting firm Williams & Works. In the months before the Ordinance was adopted, there were many, many meetings held with a sign committee of business people, citizens, City staff, and two members of our company, Tom E. Amor and Tom H. Amor. We mention this to point out that we speak with first-hand knowledge about the intent of the allowable wall sign area language of the current Ordinance.

The Ordinance has been amended at least three times since 2006, but the paragraph about allowable wall sign area has remained the same. (Sec. 2102 A.4.a; A.4.b., and A.4.c.)



International Sign Association





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The discussion about the appropriate amount of allowable wall signage went like this. First, the City's three objectives were laid out: (1) to maintain the safety of its citizens, (2) to maintain aesthetics and protect property values, and (3) to help, not hinder economic prosperity.

Then the question was asked, "What do other city sign ordinances allow?" At the time, it was common for municipalities to allow 15% of the wall area for signage, with wall area equaling height x width. Some cities would limit the height in these calculations to the first floor only. Some would limit the height to 10', others 12'. There was reluctance to fall back to an old percentage standard, but there was acknowledgement of the point that "one size does not fit all". A 4'x8' sign on a 50' storefront would look like a postage stamp on a 200' storefront.

Jon Rose, Zoning Administrator at the time, came up with a multiplier based on the length of the storefront and that is where the current language "1.5 times the principal building width" was formed. Amor Sign brought examples of local sign projects in to the committee, and found the multiplier to be acceptable based on their experience.

B. Definitions and Key Sentences in the Ordinance

The key section in the Ordinance that we maintain is being interpreted incorrectly is found in Sec. 2102 A.4. b.:

For properties that do not front on US 31 in the P-D, C-1, C-2, and C-3 and WF districts or properties with a minimum of 10,000 sq. ft. of parcel area that front on a Key Street Segment in the R-2 and R-3 Zoning Districts, marquee, suspended and wall signs shall be permitted and the maximum cumulative sign area permitted expressed in square feet shall not be more than 1.5 times the principal building width, measured from corner to corner, facing the public right-of-way, or fifty (50) square feet for each storefront, whichever is greater.

In our many face to face conversations with the Zoning Administrator, the lynch pin of his interpretation falls back to the phrase "principal building width". His interpretation is that a building can have only one "principal building width". His interpretation is that when you look at the footprint of a building on a site plan, "the length of the largest side of the building" is the principal building width. He then multiplies that length by the 1.5 multiplier and says that is the maximum square footage for all the wall signage on the whole building.

We disagree with that interpretation of the ordinance for these reasons:

1. That was not the intent of the committee who drafted the Ordinance, as spelled out in the short history above.
2. That is not the way the Ordinance has been interpreted since its drafting in 2006. This will be detailed in greater length in the next section of this letter.





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3. If that were to be the interpretation, then there is an unresolvable conflict between Section 2102 A.4.b and Section 2102 A.4.c. The latter section addresses parcels with waterfront elevations, like all buildings on the north side of River Street. The multiplier on the Riverwalk side of the building is ".75 times the principal building width". The rationale for the smaller multiplier on the Riverwalk side of the building given by the 2006 sign committee, was that the primary traffic was pedestrian traffic. Therefore, signage does not need to be as large. If the Zoning Administrator's interpretation holds, why would businesses in buildings on the north side of River Street be punished with a .75 multiplier, while businesses on the south side get rewarded with a 1.5 multiplier?
4. There is no definition of "Principal Building Width" in the Ordinance to support the Zoning Administrator's interpretation. Here are a few definitions that are in Article Two of the Ordinance:
 - a. **PRINCIPAL BUILDING:** A building in which is conducted the principal use of the lot on which it is located.
 - b. **STOREFRONT:** Tenant or owner occupied space that fronts on a public right-of-way and that occupies all or a portion or a portion of a principal building accessed from a main entrance.

Every building has more than one elevation. Each elevation has a height and a width. The width of an elevation of the building is measured from corner to corner.

If the Zoning Administrator's interpretation is correct, why would the authors of the Sign Ordinance use such a complicated, lengthy sentence? They could have accomplished that interpretation by saying, "all signs on the whole building must not exceed 1.5 square feet per principal building width". The reason they didn't is because that was not the intent.

C. Precedents of Similar Sign Permit Decisions in the City of Manistee

Included with this ZBA request are examples of previous Sign Permits, Sign Permit Applications, drawings, and allowable square foot calculations that back up our interpretation of the intent and purpose of the Ordinance. Here is a list and a short summary of key points relevant to the appeal.

- A. 2008 - Manistee Inn & Marina, 378 River Street:** A previous owner of the Manistee Inn & Marina went before the Historic District Commission with a master plan for signage and awnings. They were granted a permit, but did not do the work. The application was a request for signage and awnings on the north, south, and east elevation of the building. Allowable sign square footage was calculated separately for each storefront.
- B. 2008 - Manistee Insurance, 330 River Street:** The permit application was turned in for signage for the south elevation and the east elevation. However, the east elevation signage was denied. Unlike the east side of the Manistee Inn property, which faces a public parking lot, the 1.5 multiplier was not allowed on the east side of the Manistee Insurance property because there was not a street frontage.



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- C. 2015 – TK Quilting, 166 Cleveland Street:** The permit application was for signs on all four building elevations. However, the north and east elevation had to be calculated against the 1.5 multiplier on US 31 elevation, and the south and west elevation had to be calculated against the 0.5 multiplier on Cleveland Street elevation.
- D. 2015 – Family Dollar, 170 Memorial Drive:** Family Dollar secured permits for both the south side and the east side of their building. Each elevation was allowed the 1.5 multiplier. However, the east side was a shared storefront so only 55' of the 110' storefront could be used in the calculation. Apparently both sides were considered storefronts with street frontage.
- E. 2017 - Save A Lot, 160 Memorial Drive:** Save A Lot put up its existing wall signage. The wording in the Ordinance concerning allowable wall signage is identical to the wording today. The previous Zoning Administrator looked at the East Elevation and the South Elevation as separate storefronts, each facing the public right-of-way, and allowed the same square footage we are requesting on the application that was denied.
- F. 2019 – Manistee Beverage, 401 River Street:** The permit application was for the River Street and Maple Street sides. Calculations for each elevation were based on a 1.5 multiplier because the each had a street frontage.

Conclusion

We appeal to you, Zoning Board of Appeals members, to grant our request for an appeal of the Zoning Administrator's interpretation of how to calculate the allowable area of signs at Save A Lot, 160 Memorial Drive.

We ask that you do this with the authority given to you under Article Twenty Five, Section 2507 B. Interpretation, where it states: "The Zoning Board of Appeals shall have the power to: 1. Interpret, upon request, the provisions of this Ordinance in such a way as to carry out the intent and purpose of the Ordinance."

Sincerely,
Amor Sign Studios, Inc.

Thomas H. Amor
President





PLANNING DEPARTMENT
Kyle Storey
Zoning Administrator
395 Third St. Manistee, Michigan 49660
(231) 398-3576
Fax (231) 398-3526
kstorey@manisteecountymi.gov

Date: 10/16/2019

To: Amor Sign Studios, Inc.

From: Kyle Storey – City of Manistee Zoning Administrator

Subject: 160 Memorial Dr. Sign Permit Request

Dear Myles,

Thank you for your patience regarding 160 Memorial Dr. and Save-A-Lot sign permit application. The sign permit cannot be issued for the wall signs based on the City of Manistee Zoning Ordinance information listed below:

- *Section 2102(2)(b): General Standards of City of Manistee Zoning Ordinance states, "...wall signs shall be permitted, and the maximum cumulative sign area permitted expressed in square feet **shall not be more than 1.5 times the principal building width**, measured from corner to corner..."*

The length of the largest side of the building where Save-A-Lot resides is 196 feet from corner to corner. Multiplying 196 by 1.5 equates to just over 290 sq. ft. of allowable wall signage. The sign area on the application is 343 sq. ft. Therefore, the wall sign area is just over 50 sq. ft. too large, which is why this application for the wall signs is denied.

However, the non-conforming pole sign is permissible because it's footprint will remain the same. Also, the two-separate applied for sign types, regarding the wall signs and the pole sign, technically need two separate applications and payments as well.

Please reach out to discuss further or if applicant would like to go ahead with pole sign permitting and replacement while awaiting the new design and submittal for wall signs.

Thank you,

A handwritten signature in black ink, appearing to read 'KStorey', written over a horizontal line.

Kyle Storey
Manistee County Planner
City of Manistee Zoning Administrator



P. O. Box 358 • Manistee, Michigan 49660-0358 • www.ci.manistee.mi.us

CITY HALL
70 Maple Street

CITY MANAGER
231.398.2801

CITY ASSESSOR
231.398.2802

BUILDING INSPECTOR
231.398.2806

**PLANNING, ZONING &
COMMUNITY DEV.**
231.398.2805

CITY CLERK
231.398.2803

CITY TREASURER
231.398.2804

WATER BILLING
231.723.2559

ADMINISTRATION
FAX 231.723.1546

CLERK/TREASURER
FAX 231.723.5410

POLICE DEPARTMENT
70 Maple Street
231.723.2533
FAX 231.398.2012

FIRE DEPARTMENT
281 First Street
231.723.1549
FAX 231.723.3519

PUBLIC WORKS
280 Washington St.
231.723.7132
FAX 231.723.1803

PARKS DEPARTMENT
231.723.4051

WATER MAINTENANCE
231.723.3641

WASTEWATER PLANT
50 Ninth St.
231.723.1553



Friday, September 5, 2008

Amor Sign Studios Inc
443 Water Street
Manistee, MI 49660

R K Investments
378 River Street
Manistee, MI 49660

RE: PHDC08028

Good Morning!

Enclosed please find the Certificate of Appropriateness for your project. Historic Approval does not eliminate the need for other permits that may be applicable for your project.

Both a Sign Permit Application and Building Permit application will be required for your project.

If you have any questions regarding your permit please call me at 231.398.2805. Best of luck with your project and thank you for your contribution to our community!

Sincerely,

CITY OF MANISTEE

Jon R. Rose
Community Development Director

JRR:djb

Enclosure

RECEIVED OCT 11 2008



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January 8, 2020

Zoning Board of Appeals
70 Maple Street
Manistee, MI 49660

RE: Save A Lot, 160 Memorial Dr. - Appeal of Sign Permit denial

Dear Members of the ZBA,

At the last ZBA meeting, our request for an interpretation on how to calculate the allowable area of signs spelled out in Article 21 "SIGNS" of the City of Manistee Zoning Ordinance, specifically Section 2102 A.4.b., got lost in the very lengthy discussion.

In addition to our previous application, we would like to submit the following "draft" language to clarify our understanding of the way the Sign Ordinance was crafted. Our request would be that this "draft" be given to the Zoning Administrator as the interpretation to use for calculating the allowable sign area until the new ordinance is adopted.

First, here is an excerpt from Article Twenty-One SIGNS, Section 2102 A.4.a through Section 2102 A.4.d.:

As Amended thru June 16, 2017

City of Manistee Zoning Ordinance Page 2 Article Twenty One Signs

SECTION 2102 GENERAL STANDARDS

- A. Computations. The following standards shall be met when calculating the area and height of a sign.
1. The area of a sign face (which is also the sign area of a wall sign or other sign with only one face) shall be computed by means of the smallest square, circle, rectangle, triangle, or combination thereof that will encompass the extreme limits of the writing, representation, emblem, or other display.
 2. The sign area for a sign with more than one (1) face shall be computed by adding together the area of all sign faces visible from any one (1) point.
 3. The height of the uppermost portions of pole signs shall not exceed twenty (25) feet.

The height of the uppermost portions of ground signs shall not exceed eight (8) feet in all districts except the GI district, where the uppermost portions of such signs shall not exceed twelve (12) feet. The uppermost portions of wall, marquee and projecting signs shall not project higher the roofline of the structure to which it is attached.





"The image professionals since 1946"

P.O. Box 433 • 1965 Pine Creek Road • Manistee, Michigan 49660 • www.amorsign.com
Phone: 231.723.8361 • Toll Free: 844.922.2667 • Fax: 231.723.9365

4. Where a sign projects or protrudes over any public or private sidewalk or walkway the bottommost point of the sign structure shall be at least eight (8) feet from said walkway. Area of Signs (marquee, suspended and wall).

a. For properties fronting on US 31 in the G-C, P-D, C-1, C-2, C-3 and W-F districts or properties with a minimum of 10,000 sq. ft. of parcel area that front on a Key Street Segment in the R-2 Zoning District, marquee, suspended and wall signs shall be permitted and the maximum cumulative sign area permitted expressed in square feet shall be not more than 1.5 times the principal building width, measured from corner to corner, facing the public right-of-way or 50 square feet for each storefront, whichever is greater.

b. For properties that do not front on US 31 in the P-D, C-1, C-2, C-3 and WF districts or properties with a minimum of 10,000 sq. ft. of parcel area that front on a Key Street Segment in the R-2 and R-3 Zoning Districts, marquee, suspended and wall signs shall be permitted and the maximum cumulative sign area permitted expressed in square feet shall not be more than 1.5 times the principal building width, measured from corner to corner, facing the public right-of-way, or fifty (50) square feet for each storefront, whichever is greater.

c. For properties with water frontage in the R-3 P-D, C-2, C-3 and WF marquee, suspended and wall signs shall be permitted on the water front side and the maximum cumulative sign area permitted expressed in square feet shall not be more than .75 times the principal building width, measured from corner to corner, facing the public right-of-way, or twenty-five (25) square feet, for each storefront whichever is greater. Each boat slip will be permitted a sign not to exceed twenty-five (25) square feet.

d. Allocation of Signage. Signage may be transferred to a side of the building where signage is not allocated.

Here are proposed changes to Article Twenty-One SIGNS, **Section 2102 A.4.a through Section 2102 A.4.d.** which are intended to clarify the intended interpretation in calculating allowable sign square footage. (Proposed changes in red.)

4. Where a sign projects or protrudes over any public or private sidewalk or walkway the bottom most point of the sign structure shall be at least eight (8) feet from said walkway. Area of Signs (marquee, suspended and wall) **shall be calculated as follows:**

a. For properties fronting on US 31 in the G-C, P-D, C-1, C-2, C-3 and W-F districts or properties with a minimum of 10,000 sq. ft. of parcel area that front on a Key Street Segment in the R-2 Zoning District, marquee, suspended and wall signs shall be





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permitted and the maximum cumulative sign area permitted expressed in square feet **for each storefront elevation** shall be not more than 1.5 times the ~~principal building~~ **storefront** width, measured from corner to corner, facing the public right-of-way, or 50 square feet for each storefront, whichever is greater.

b. For properties that do not front on US 31 in the P-D, C-1, C-2, C-3 and WF districts or properties with a minimum of 10,000 sq. ft. of parcel area that front on a Key Street Segment in the R-2 and R-3 Zoning Districts, marquee, suspended and wall signs shall be permitted and the maximum cumulative sign area permitted expressed in square feet **for each storefront elevation** shall not be more than 1.5 times the ~~principal building~~ **storefront** width, measured from corner to corner, facing the public right-of-way, or fifty (50) square feet for each storefront, whichever is greater.

c. For properties with water frontage in the R-3 P-D, C-2, C-3 and WF marquee, suspended and wall signs shall be permitted on the water front side and the maximum cumulative sign area permitted expressed in square feet **for each storefront elevation** shall not be more than .75 times the ~~principal building~~ **storefront** width, measured from corner to corner, facing the public right-of-way, or twenty-five (25) square feet, for each storefront whichever is greater. Each boat slip will be permitted a sign not to exceed twenty five (25) square feet.

d. Allocation of Signage. Signage may be transferred to a side of the building where signage is not allocated.

Again, we ask you, Zoning Board of Appeals members, to grant our request for an appeal of the Zoning Administrator's interpretation of how to calculate the allowable area of signs at Save A Lot, 160 Memorial Drive.

We ask that you do this with the authority given to you under Article Twenty Five, Section 2507 B. Interpretation, where it states: "The Zoning Board of Appeals shall have the power to: 1. Interpret, upon request, the provisions of this Ordinance in such a way as to carry out the intent and purpose of the Ordinance."

Sincerely,

Amor Sign Studios, Inc.

Thomas H. Amor

Thomas H. Amor
President



INTERNATIONAL SIGN ASSOCIATION



ARTICLE TWENTY-ONE SIGNS

[ANNOTATION: Article 21 Signs was repealed and replaced by Amendment Z17-06, effective 6/16/17]

SECTION 2100 PURPOSE

Regulation of the location, size, placement, and certain features of signs is necessary to enable the public to locate goods, services, and facilities in the City of Manistee, to improve pedestrian and vehicular safety, and to promote and preserve the general attractiveness of the community. Accordingly, it is the intention of this Ordinance to establish regulations governing the display of signs that will:

- A. Encourage and protect the public health, safety, welfare and convenience;
- B. Enhance the economy and the business and industry of the City by promoting the reasonable, orderly, and effective display of signs, and thereby encourage improved communication with the public;
- C. Restrict signs and lights which overload the public's capacity to receive information, which increase the probability of traffic congestion and accidents by distracting attention or obstructing vision, and which are deemed to detract from the aesthetics of the community; and
- D. Reduce conflict between signs and their illumination and public and private land uses.

SECTION 2101 PROCEDURES

- A. Sign Permit Application. The Zoning Administrator may approve sign permit applications. Applications require a fee, as determined by City Council.
 - 1. The Historic District Commission may approve exceptions to this Article 21.
 - 2. The City Council may approve exceptions to this Article 21 for community events.
- B. Inspection and Compliance. The Administrator shall inspect each sign for which a permit is issued. If the sign is in full compliance with this Ordinance the Administrator shall issue a Certificate of Compliance. If the construction is not in full compliance with this Ordinance the Administrator shall give the applicant notice of the deficiencies. If the deficiencies have been corrected upon re-inspection, the Administrator shall issue a certificate of compliance. If the deficiencies are not corrected within thirty (30) days, the permit shall be revoked and the sign shall be removed at the expense of the applicant.
- C. Permit Lapse. A sign permit shall lapse once the purpose of the sign has ended the sign and supporting structure shall be removed within 180 calendar days. A sign whose permit has lapsed shall be removed by the owner within thirty (30) days of receipt of notice to remove from the City.
- D. Permit Assignment. A sign permit shall be assignable to the successor of a business on the same parcel, except where the proposed sign is materially or substantially different in any way to the sign which was permitted. The Administrator shall make this determination.

SECTION 2102 GENERAL STANDARDS

A. Computations. The following standards shall be met when calculating the area and height of a sign.

1. The area of a sign face (which is also the sign area of a wall sign or other sign with only one face) shall be computed by means of the smallest square, circle, rectangle, triangle, or combination thereof that will encompass the extreme limits of the writing, representation, emblem, or other display.
2. The sign area for a sign with more than one (1) face shall be computed by adding together the area of all sign faces visible from any one (1) point.
3. The height of the uppermost portions of pole signs shall not exceed twenty (25) feet. The height of the uppermost portions of ground signs shall not exceed eight (8) feet in all districts except the GI district, where the uppermost portions of such signs shall not exceed twelve (12) feet. The uppermost portions of wall, marquee and projecting signs shall not project higher the roofline of the structure to which it is attached.
4. Where a sign projects or protrudes over any public or private sidewalk or walkway the bottommost point of the sign structure shall be at least eight (8) feet from said walkway.
Area of Signs (marquee, suspended and wall).
 - a. For properties fronting on US 31 in the G-C, P-D, C-1, C-2, C-3 and W-F districts or properties with a minimum of 10,000 sq. ft. of parcel area that front on a Key Street Segment in the R-2 Zoning District, marquee, suspended and wall signs shall be permitted and the maximum cumulative sign area permitted expressed in square feet shall be not more than 1.5 times the principal building width, measured from corner to corner, facing the public right-of-way or 50 square feet for each storefront, whichever is greater.
 - b. For properties that do not front on US 31 in the P-D, C-1, C-2, C-3 and WF districts or properties with a minimum of 10,000 sq. ft. of parcel area that front on a Key Street Segment in the R-2 and R-3 Zoning Districts, marquee, suspended and wall signs shall be permitted and the maximum cumulative sign area permitted expressed in square feet shall not be more than 1.5 times the principal building width, measured from corner to corner, facing the public right-of-way, or fifty (50) square feet for each storefront, whichever is greater.
 - c. For properties with water frontage in the R-3 P-D, C-2, C-3 and WF marquee, suspended and wall signs shall be permitted on the water front side and the maximum cumulative sign area permitted expressed in square feet shall not be more than .75 times the principal building width, measured from corner to corner, facing the public right-of-way, or twenty-five (25) square feet, for each storefront whichever is greater. Each boat slip will be permitted a sign not to exceed twenty-five (25) square feet.
 - d. Allocation of Signage. Signage may be transferred to a side of the building where signage is not allocated.

- B. Illuminated Signs: Sources of Illumination shall not flash on and off or change color or intensity. Exceptions include:
1. Halo signs, where lighting is behind the lettering and the source of the illumination is not seen by a direct line of sight.
 2. Electronic changeable message displays (any sign that uses electronic means within a display area to cause one message or display to be replaced by another, movable display or video) shall be limited to:
 - a. One contiguous dynamic element on the face of the sign at a time.
 - b. A dynamic element that does not change more than once every 15 minutes, and changes are instantaneous without any special effects.
 - c. Static images and messages.
 - d. Only that brightness that is necessary for clear and adequate visibility.
 - e. Intensity or brilliance that does not impair the vision of a motor vehicle driver.
- All illuminated signs, including, halo, and electronic changeable message displays, shall be equipped with a mechanism that automatically adjusts the brightness in response to ambient conditions, or turns the illumination off during daylight hours. Externally illuminated signs shall be lit by use of a light shining downward onto the sign. The source of the light shall be baffled so it is not visible beyond the property line.
- C. The Historic District Commissions: Signs and the illumination of signs in the Historic District Commission require requires Historic District Commission approval.
- D. Substitution: Sign messages may be changed at any time. Any change of the structure or size of a sign, or structure the sign is mounted on requires approval under this Ordinance for purposes of compliance with this Ordinance.
- E. Setbacks. All signs shall be setback at least four (4) feet from the public right-of-way to the front of the sign structure, provided clear vision can be maintained, pursuant to [Section 513](#).
- F. Billboards. Refer to [Section 1814](#).
- G. Covering. Covering around a pole shall be limited to a width of not more than thirty (30) percent of the width of the sign face. Signage or copy shall not be permitted on pole coverings.

SECTION 2103 EXEMPT SIGNS

The following signs shall be exempt from regulations in this Article.

- A. Any public notice, traffic control or warning required by a valid and applicable federal, state, or local law, regulation, or ordinance.
- B. Any sign wholly located within a building including window signs. Except signs in the Historic District that require Historic District Commission approval
- C. Flags up to twenty-four (24) square feet in area.

- D. Signs posted by a governmental agency or on their behalf by an authorized contractor.
- E. Portable signs shall be permitted in the R-2, R-3 for properties with a minimum of 10,000 sq. ft. of area that front on a Key Street Segment, G-C, W-F, and C-1 districts subject to a determination by the Zoning Administrator that its placement will not impact safety or visibility for motorists and pedestrians and further limited as follows:
 - 1. 8 square feet per side;
 - 2. One per storefront; and
 - 3. Permitted only during hours of operation of business.
- F. Temporary Signs on the property during construction, maintenance or improvements and relating to construction, maintenance or improvements on the property during the period of time of work.

SECTION 2104 PROHIBITED SIGNS

The following signs shall not be allowed in any district.

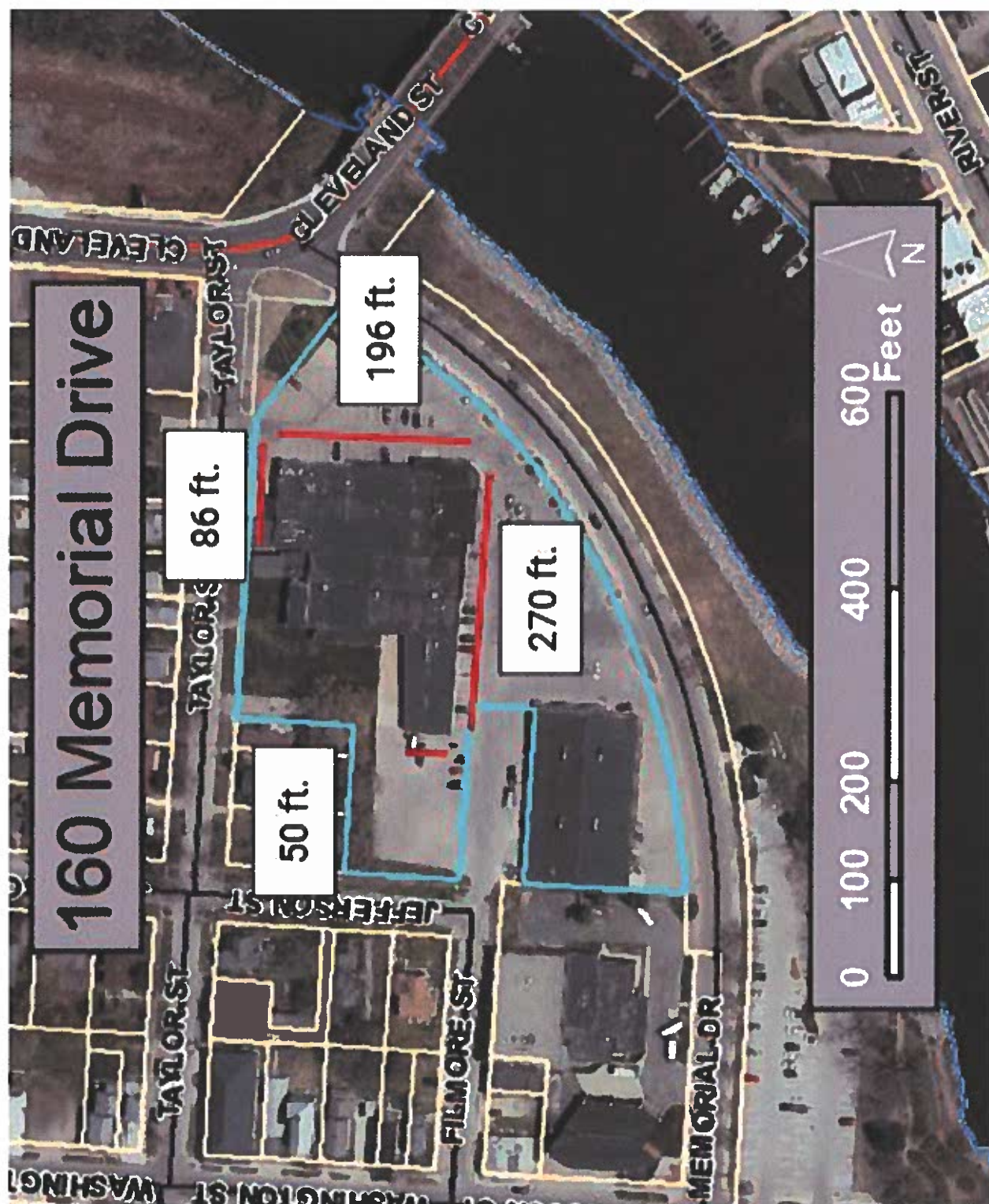
- A. Signs which are illegal under State laws or regulations and applicable local ordinances or regulations, and which are not consistent with the standards in this Ordinance.
- B. Signs that are not clean and in good repair, not securely affixed to a supporting structure, and signs that are out of compliance with applicable building and electrical codes.
- C. Off-Premise Signs. Except as provided in [Section 1814](#) of this Ordinance.
- D. Signs that are not official traffic signs that appear to or attempt to regulate, warn, or direct the movement of traffic.
- E. Signs located in, projecting into or overhanging within a public right-of-way or dedicated public easement, except the following:
 - 1. Signs posted by a governmental agency, transit company, public utility, or construction related signs placed by a contractor doing authorized or permitted work within the right-of-way.
 - 2. Projecting, marquee, and suspended signs projecting over a public right-of-way as permitted and regulated in the P-D, C-2 and C-3 districts.
 - 3. Banners that have been approved by the City Council.
- F. Portable signs shall be permitted in the P-D, C-2 and C-3 districts subject to a determination by the Zoning Administrator that said placement will not impact safety or visibility for motorists and pedestrians and provided clear vision can be maintained, pursuant to Section 513 and further limited as follows:
 - 1. 8 square feet per side;
 - 2. One per storefront; and
 - 3. Permitted only during hours of operation of business.

SECTION 2105 SIGN REGULATION TABLE

Zoning Districts	Permitted Sign Types	Max. # of Signs Allowed	Max, Total sign Area Allowed
G-C	Ground	1 (for each 600 feet of frontage)	32 Sq. Ft. (limited to 8 feet in height)
	Marquee, Suspended, Wall	n/a	50 square feet or 1.5 x of principal building width whichever is greater
	Projecting	1	One per storefront no greater than 48 Sq. Ft.
	Portable	1 (no permit needed)	8 Sq. Ft. (only during hours of operation)
R-1, R-2, R-3, & R-4	Ground, Marquee, Projecting, Suspended, Wall	n/a	16 Sq. Ft. (Ground signs limited to 8 feet in height)
Properties with frontage on US 31 or properties with a minimum of 10, 000 sq. ft. of parcel area that front on a Key Street Segment in the R-2 Zoning District			
R-2, P-D, C-1, C-2, C-3, & W-F	Ground, Pole	1	80 Sq. Ft. (Ground signs limited to 8 feet in height)
	Marquee, Suspended, Wall	n/a	50 square feet or 1.5 x of principal building width whichever is greater
	Projecting	1	One per storefront no greater than 48 Sq. Ft.
	Portable	1 (no permit needed)	8 Sq. Ft. (only during hours of operation)
Properties not fronting on US 31 or properties with a minimum of 10, 000 sq. ft. of parcel area that front on a Key Street Segment in the R-2 & R-3 Zoning Districts <i>Internally lit signs are prohibited in the Historic District</i>			
R-2 & R-3, P-D, C-2, C-3, & WF	Ground	1	16 Sq. Ft. (limited to 8 feet in height)
	Marquee, Suspended, Wall	n/a	50 square feet or 1.5 x of principal building width whichever is greater
	Projecting	1	One per storefront no greater than 16 Sq. Ft.
	Portable	1 (no permit needed)	8 Sq. Ft. (only during hours of operation)
Properties with water frontage <i>Lighting of ground mounts signs on the riverwalk is prohibited</i>			
R-3, P-D, C-2, C-3 & W-F	Ground	1	16 Sq. Ft. (limited to 8 feet in height)
	Marquee, Suspended, Wall	n/a	25 Sq. Ft. or .75 x of principal building width Each boat slip will be permitted (1) one sign not to exceed 25 square feet.
	Projecting	1	16 sq. ft.
	Portable	1 (no permit needed)	8 Sq. Ft. (only during hours of operation)
Industrial Properties			
L-I & G-I	Ground	1 (for each 600 feet of frontage)	64 sq. ft. (limited to 12 feet in height)
	Marquee, Suspended, Wall	n/a	64 Sq. Ft. (For parcels on corner lots an additional 64 sq. ft. of signage will be permitted)
	Projecting	1	48 Sq. Ft.

All signs shall be setback at least four (4) feet from the public right-of-way to the front of the sign structure, provided clear vision can be maintained, pursuant to [Section 513](#).

Where a sign projects or protrudes over any public or private sidewalk or walkway the bottommost point of the sign structure shall be at least eight (8) feet from said walkway.





Application for Signage
and/or Awning

Manistee Commercial Historic District

Historic District Commission, 70 Maple Street, Manistee, MI 49660 231.398-2805 www.ci.manistee.mi.us

Please Print or Type

Name of Property Owner: RK INVESTMENTS
Name of Applicant (if different): AMOR SIGN SERVICES, INC.
Applicant Mailing Address: 443 WATER ST. MANISTEE, MI 49660
Phone# & e-mail Address: 231-723-8361 toma@amorsign.com
Name of Business/Tenant: MANISTEE INN & MARINA
Address of Affected Property: 378 RIVER STREET

Signage within the Historic District requires approval by the Historic District prior to installation. The Historic District Commission meets the first Thursday of each month and requests before the Commission must be received at least 10 days before a regularly scheduled meeting to be placed on the Historic District Commission Agenda for review.

The following information must be included with this application. Additional information may be required. The applicant must supply 12 copies of any items submitted that are in color.

- Current photo of the structure as seen from the street where proposed work is to take place.
- Samples of proposed materials for awnings.
- Copy of proposed signage (drawn to scale) showing dimensions including colors of signage as it will appear on the property.
- Description of proposed materials for signage. (i.e. wood, vinyl lettering for windows, metal bands, etc.)
- If re-using/altering an existing sign color samples must be supplied and reviewed.
- Provide photo, composite sketch or digital print of building that shows all existing signage, that indicates if any signage is to be moved/removed and includes proposed new signage.
- Include in application a photo, composite sketch or digital print that shows the property as it would appear upon completion (must be to scale). If a ground mount sign is requested or exists it must be included with this photo, composite sketch or digital print.



Historic Overlay Permit No: PHDC08028

Community Development Department
Phone: (231) 398 2805

70 Maple Street
Fax: (231) 723 1546

Manistee, Michigan 49660

378 RIVER STREET
51-51-452-702-01

Location

Issued: 09/05/08

Const value 0

Zoning: Sec. No.

PLEASE CALL (231) 398-2806

FOR AN INSPECTION 24 HOURS IN ADVANCE

SHREENIVAS MOTEL INC

Owner

5 VALEWOOD COURT

STREAMWOOD IL 601072615

(231) 723 4000 Vincient's Ice Cream Shop

AMOR SIGN STUDIOS INC

Contractor

443 WATER STREET pH# (231) 723 8361

MANISTEE MI 49660

Work Description:

The Historic District Commission at their meeting of August 7, 2008 noted that the proposed project at the Manistee Inn and Marina is commendable, but the application is incomplete and the request will be tabled until the September 4, 2008 meeting.

Certificate of Appropriateness as approved by the Historic District Commission during their meeting of September 4, 2008 for the following:

A request from Amor Sign Studios/Manistee Inn & Marina, 378 River Street to install open ended awnings and signage as submitted with application HDC-2008-28 [DISK Amor/Design/Design Prop/Manistee Inn 2008; FILENAME: Manistee Inn; DATE 8-19-08].

Must follow all Codes and Ordinances as they apply to this project.

Permit Item	Work Type	Fee Basis	Item Total
		0.00	0.00


Official

Fee Total: \$0.00
Amount Paid: 0.00
Balance Due: \$0.00

I agree this permit is only for the work described, and does not grant permission for additional or related work which requires separate permits. I understand that Land Use Permits expire, and become null and void if work is not started within 365 days. Building permit will expire, and become null and void if work is not started within 180 days, or if work is suspended or abandoned for a period of 180 days at any time after work has commenced; and, that I am responsible for assuring all required inspections are requested in conformance with the applicable code. I hereby certify that the proposed work is authorized by the owner, and that I am authorized by the owner to make this application as his authorized agent. I agree to conform to all applicable laws of the State of Michigan and the local jurisdiction. All information on the permit application is accurate to the best of my knowledge.

Payment of permit fee constitutes acceptance of the above terms.

First Review
**Approved by*
HISTORIC
COMMISSION

SOUTH SIDE

30" FORMED MONOGRAMS LETTERS
 2756 GOLD (QTY 3)



TRADITIONAL 3 POINT
 OPEN ENDS WITH VALANCE

ALUMINUM FRAMES

SUNBRELLA FABRIC:
 4939 BRASS/BLACK CHERRY CLASSIC
 4640 BLACK CHERRY

SEALED ON COPY
 AS REQUIRED

ALLOWABLE SIGN AREA (SOUTH ELEVATION)
 9'-3" X 15' = 148 SQ FT

PROPOSED SIGN AREA (SOUTH ELEVATION)
 CENTER AWNING: 48 SQ FT
 VINCENT'S AWNING: 15 SQ FT
 VINCENT'S PROJECTING: 5 SQ FT
 M: 6.25 X 2 12 SQ FT
 TOTAL NEW: 80.5 SQ FT

EMARKING EXISTING SIGNAGE (SOUTH ELEVATION)
 VINCENT'S WINDOW: 5.25 X 5.75 = 30.187 SQ FT
 ONE ON DOOR: 2 X 1.33 = 2.66 SQ FT
 ENDORSEMENT: 1.33 X 7.33 = 9.75 SQ FT
 TOTAL REMAINING EXISTING: 42.60 SQ FT

SUSPENDED MERCHANT
 SIGNS BELOW AWNING
 CANOPY

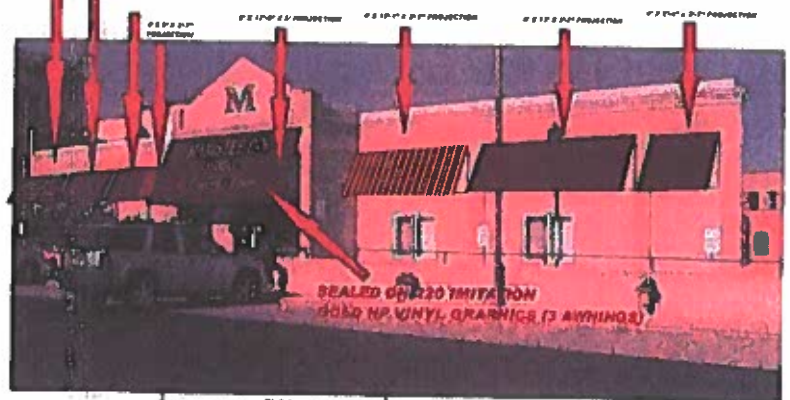
PAINT AND HP
 VINYL GRAPHICS
 3M LAMINATE ON
 FRAMES



1/2" OMEGABOARD
 DOUBLE FACE
 4 COLOR DIGITAL PRINTS
 WITH UV LAMINATE EACH SIDE
 SEALED EDGES

SEE PAGE 3 FOR SOUTH
 AWNING SIDE VIEW

EAST SIDE



ALLOWABLE SIGN AREA (EAST ELEVATION)
 100 X 15 = 150 SQ FT

PROPOSED SIGN AREA (EAST ELEVATION)
 LEFT AWNING: 48 SQ FT
 CENTER AWNING: 48 SQ FT
 "M": 6.25 SQ FT

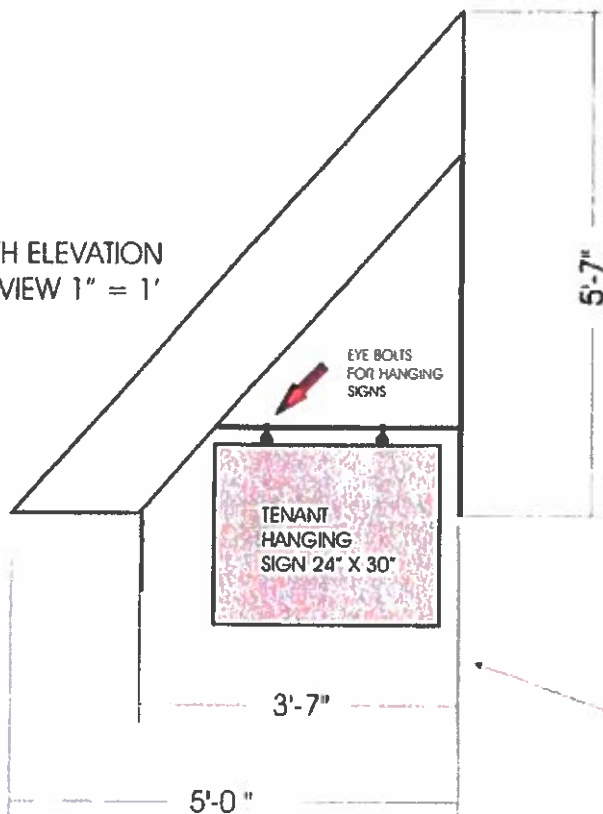
TOTAL EAST ELEVATION: 102.25 SQ FT



SEE COLORS PAGE 3



SOUTH ELEVATION
SIDE VIEW 1" = 1'



DIGITAL PRINT COLORS:
PINK 210
TAN 1205
BLUE 288
RED 485
BROWN 470



DATE: 11/11/11
DRAWN: 11/11/11
CHECKED: 11/11/11
DESIGNED: 11/11/11
FILE NAME: 11/11/11
DSC: 11/11/11

NORTH SIDE

24" 60114N POLYIO FACE FORMED PLASTIC
LETTERS SHD MOUNTED TO EXTERIOR WALL
NORTH ELEVATION
COLOR 2240 GEMINI DEEP RED

LETTERS 24" X 32'

OPEN ENDED AWNINGS
OVER WINDOWS

3' H X 4' 9" LENGTH X 1' PROJECTION

SURVEY REQUIRED



AMOR SIGN
1000 N. 10TH AVE.
SUITE 100
MUSKEGON, MI 49634
PHONE: 616-271-1111
FAX: 616-271-1112
WWW.AMORSIGN.COM

PAGE 2

ALLOWABLE SIGN AREA (NORTH ELEVATION)
99'-3" X 75' = 74.43 SQ FT

PROPOSED SIGN AREA (NORTH ELEVATION)
2' X 32' = 64 SQ FT

City of Manistee



Building Permit No: PB08082

Community Development Department 70 Maple Street Manistee, Michigan 49660
Phone (231) 398 2805 Fax (231) 723 1546

330 RIVER STREET 51-51-452-704-01	Location	Owner CADILLAC REAL ESTATE & 932 NORTH MITCHELL ST CADILLAC MI 49601
Issued: 12/16/08 Const value 0 Zoning: Sec. No. PLEASE CALL (231) 398-2806 FOR AN INSPECTION 24 HOURS IN ADVANCE		Contractor 932 NORTH MITCHELL S pt# CADILLAC MI 49601

Work Description: Install sign per drawings on file at City Hall

Under supervision of Amor Sign Studios.

Must follow all Codes and Ordinances as they apply to this project

Permit Item	Work Type	Fee Basis	Item Total
Building Permits for Signs	Permit	50.00	75.00

Fee Total: \$75.00
Amount Paid: 75.00
Balance Due: \$0.00

Mark H. Tison
Official

I agree this permit is only for the work described, and does not grant permission for additional or related work which requires separate permits. I understand that Land Use Permit expires, and becomes null and void if work is not started within 180 days, or if work is suspended or abandoned for a period of 180 days at any time after work has commenced, and, that I am responsible for assuring all required inspections are requested in conformance with the applicable code. I hereby certify that the proposed work is authorized by the owner, and that I am authorized by the owner to make this application as the authorized agent. I agree to conform to all applicable laws of the State of Michigan and the local jurisdiction. All information on the permit application is accurate to the best of my knowledge.

Payment of permit fee constitutes acceptance of the above terms.

CITY OF MANISTEE

APPLICATION FOR BUILDING PERMIT AND PLAN EXAMINATION

City of Manistee, 70 Maple Street, P.O. Box 358, Manistee, MI 49660 (231) 398-2806

HORNTY: P.A. 210 OF 1972, as amended	The City of Manistee will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, handicap, or political beliefs.
PLETION: Mandatory to obtain permit	
ALTY: Application must be completed, signed proper for enclosed or permit will not be issued	

APPLICANT TO COMPLETE ALL ITEMS IN SECTION I, II, III, IV, V AND VI
NOTE: SEPARATE APPLICATIONS MUST BE MADE TO THE STATE OF MICHIGAN
FOR PLUMBING, MECHANICAL AND ELECTRICAL WORK PERMITS

LOCATION OF BUILDING			
Address: 330 River St.			
City Code #: 51-51-452-764-01			
IDENTIFICATION			
Owner or Lessee:			
Name: Manistee Insurance Agency		Telephone #: _____	
Address: 330 River St.		City: Manistee	
State: MI		Zip: 49660	
ARCHITECT OR ENGINEER			
Name: _____		Telephone #: _____	
City: _____		State: _____	
Zip: _____		Expiration Date: _____	
CONTRACTOR			
Name: Amer Sign Studios		Telephone #: 394-1323	
Address: P.O. Box 433		City: Manistee	
State: MI		Zip: 49660	
Main License #: 736661C		Federal ID # or reason for exemption: 34186312C	
Other Comp Insurance carrier or reason for exemption: Accident Fund			
SC Employer number or reason for exemption: C 346662			
TYPE OF IMPROVEMENT AND PLAN REVIEW			
TYPE OF IMPROVEMENT			
New Building <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Repair <input type="checkbox"/> Wrecking <input type="checkbox"/> Mobile Home Set-up <input type="checkbox"/> Foundation Only <input type="checkbox"/>			
pre-manufactured home <input type="checkbox"/> Relocation <input type="checkbox"/> Demolition <input type="checkbox"/> <input checked="" type="checkbox"/> <u>Awning</u>			
REVIEW(S) TO BE PERFORMED			
Building <input type="checkbox"/> Plumbing <input type="checkbox"/> Mechanical <input type="checkbox"/> Electrical <input type="checkbox"/> Energy <input type="checkbox"/>			

VI. APPLICANT INFORMATION			
Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following information:			
Name: <u>Amox Sign Studios</u>	Telephone #: <u>331-733-2361</u>		
Address: <u>P.O. Box 433</u>	City: <u>Monroeville</u>	State: <u>PA</u>	Zip: <u>40660</u>
I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.			
Section 23A of the State Construction Code Act of 1972, Act no. 230 of the Public Acts of 1972, being Section 1251523A of the Michigan Compiled laws, prohibits a person from conspiring to circumvent the licensing requirements of the State relating to persons who are to perform work on a residential building or a residential structure. Violators of Section 23A are subject to Civil fines.			
Fee Enclosed: \$		Receipt #	
Signature of Applicant		Date	
VII. FOR DEPARTMENT USE ONLY			
ENVIRONMENTAL CONTROL APPROVALS			
	Required?	Approved	Date
A. Zoning	<input type="checkbox"/> yes <input type="checkbox"/> no		
B. Soil Erosion	<input type="checkbox"/> yes <input type="checkbox"/> no		
C. Flood Zone	<input type="checkbox"/> yes <input type="checkbox"/> no		
D. Water	<input type="checkbox"/> yes <input type="checkbox"/> no		
E. Sewer	<input type="checkbox"/> yes <input type="checkbox"/> no		
F. Variance Granted	<input type="checkbox"/> yes <input type="checkbox"/> no		
G. High Risk Erosion	<input type="checkbox"/> yes <input type="checkbox"/> no		
H. Other	<input type="checkbox"/> yes <input type="checkbox"/> no		



Application for a Sign Permit

70 Maple Street, P.O. Box 358, Maunsee, MI 49660

Phone # (231) 398-2803 FAX # (231) 723-1546

Name and address of the property owner: Pauline Real Estate

438 N. Myrtle St. Cadillac MI 49601

Name and address of the applicant or installation contractor: Alvin Sign Studios

443 Maple St. P.O. Box 433 Maunsee MI 49660

Property Address: 336 River St. Tax Identification Number: 5151-453-241-01

Official name of business relating to the parcel on which the sign is proposed:

Maunsee Insurance Agency

Type of Sign (Circle all that apply): * indicates a Building Permit is also required

☒ New

☐ Repair

☐ Replacement

☐ Temporary

☒ Wall

☐ Projecting *

☐ Ground Mount

☐ Marquee (including awning/canopy) *

☒ Window

☐ Portable

☐ Suspended *

☐ Pole (only allowed on US 31) *

Illuminated: ☐ Internal *

☐ External

☒ Non-Illuminated

Value of Sign(s): \$ 4500

Building Dimensions:

Sign Area:

Sign Height:

Projection from Building:

Grade Clearance:

Sq. Ft.

Ft. (Measured from grade to top of sign - pole, ground mount, suspended sign)

Ft. (Only applies to projecting signs)

Ft. (Measured from grade to bottom of sign or Marquee - pole, ground, suspended)

Please attach a drawing showing the following:

A plan, at a scale determined by the Administrator to be reasonable, illustrating the following elements of the proposed or modified signage:

1. Sign type, per the definitions in Section 220;
2. Dimensional characteristics, such as height, width, vertical clearance, and area;
3. Colors, materials, appearance, and lighting of the signage;
4. Relationship with buildings or structures;
5. Setbacks from buildings, landscaping, driveways, and right-of-way; and;
6. Locations of any existing signage in the subject development or on the subject parcel. The site plan shall also include proposed and existing signage not requiring a permit.

City of Manistee



CITY HALL
7th Maple Street
CITY OF MANISTEE

Friday, September 5, 2008

CITY OF MANISTEE

MANISTEE INSURANCE
330 RIVER STREET
MANISTEE, MI 49660

Manistee Insurance
330 River Street
Manistee, MI 49660

RE: PHDC08030

Good Morning!

Enclosed please find the Certificate of Appropriateness for your project. Historic Approval does not eliminate the need for other permits that may be applicable for your project.

Both a Sign Permit Application and Building Permit application will be required for your project.

If you have any questions regarding your permit please call me at 231.398.2805. Best of luck with your project and thank you for your contribution to our community!

Sincerely,

CITY OF MANISTEE

[Signature]

Jon R. Rose
Community Development Director

JRR:djb

Enclosures

CITY OF MANISTEE

7th Maple Street
CITY OF MANISTEE

7th Maple Street
CITY OF MANISTEE





Historic Overlay Permit No: PHDC08030

Community Development Department 70 Maple Street Manistee, Michigan 49660
Phone: (231) 398 2805 Fax: (231) 723 1546

330 RIVER STREET	Location	CADILLAC REAL ESTATE &	Owner
51-51-452-704-01		932 NORTH MITCHELL ST	
		CADILLAC MI 49601	
Issued: 09/05/08	0	AMOR SIGN STUDIOS INC	Contractor
Const value	Sec. No.	443 WATER STREET	PH# (231) 723 8361
Zoning:		MANISTEE MI 49660	
PLEASE CALL (231) 398-2806			
FOR AN INSPECTION 24 HOURS IN ADVANCE			

Work Description: Certificate of Appropriateness as approved by the Historic District Commission during their meeting of September 4, 2008 for the following:

A request from Amor Sign Studios/Manistee Insurance, 330 River Street to install an awning and signage to the North and South building elevation as submitted with new plans as submitted under application HDC-2008-30. (DISK: AmorDesign Proprietorship Insurance: FILE NAME: Awning V3, DATE 8/29/08) and to deny signage on the East Elevation because the signage would exceed the amount of signage that is allowed under the ordinance.

The two pre-existing internally lit signs must be removed prior to installation of new signage.
Must follow all Codes and Ordinances as they apply to this project.

Permit Item	Work Type	Fee Basis	Item Total
		0.00	0.00

Official

Fee Total: \$0.00
Amount Paid: 0.00
Balance Due: \$0.00

I agree this permit is only for the work described, and does not grant permission for additional or related work which requires separate permits. I understand that Land Use Permits expire, and become null and void if work is not started within 365 days. Building permit will expire, and become null and void if work is not started within 180 days, or if work is suspended or abandoned for a period of 180 days at any time after work has commenced; and, that I am responsible for assuring all required inspections are requested in conformance with the applicable code. I hereby certify that the proposed work is authorized by the owner, and that I am authorized by the owner to make this application as the authorized agent, I agree to conform to all applicable laws of the State of Michigan and the local jurisdiction. All information on the permit application is accurate to the best of my knowledge.

Payment of permit fee constitutes acceptance of the above terms.



Application for Signage
and/or Awning
Manistee Commercial Historic District

Historic District Commission, 70 Maple Street, Manistee, MI 49660 231.398.2805 www.ci.manistee.mi.us

Please Print or Type

Name of Property Owner: MANISTEE INSURANCE AGENCY
Name of Applicant (if different): AMOR SIGN STUDIOS, INC.
Applicant Mailing Address: 443 WATER ST MANISTEE, MI 49660
Phone# & e-mail Address: 231-723-8364 TOM@AMORSIGN.COM
Name of Business/Tenant: MANISTEE INSURANCE AGENCY
Address of Affected Property: 330 RIVER STREET

Signage within the Historic District requires approval by the Historic District prior to installation. The Historic District Commission meets the first Thursday of each month and requests before the Commission must be received at least 10 days before a regularly scheduled meeting to be placed on the Historic District Commission Agenda for review.

The following information must be included with this application. Additional information may be required. The applicant must supply 12 copies of any items submitted that are in color.

- Current photo of the structure as seen from the street where proposed work is to take place.
- Samples of proposed materials for awnings.
- Copy of proposed signage (drawn to scale) showing dimensions including colors of signage as it will appear on the property.
- Description of proposed materials for signage: (i.e. wood, vinyl lettering for windows, metal bands, etc.)
- If re-using/altering an existing sign color samples must be supplied and reviewed.
- Provide photo, composite sketch or digital print of building that shows all existing signage, that indicates if any signage is to be moved/removed and includes proposed new signage.
- Include in application a photo, composite sketch or digital print that shows the property as it would appear upon completion (must be to scale). If a ground mount sign is requested or exists it must be included with this photo, composite sketch or digital print.

Tom H. Amor

From: Tom H. Amor
Sent: Tuesday, August 26, 2008 10:40 AM
To: Denise Blakeslee
Subject: Manistee Insurance - Existing sign photos & existing sign schedule
Attachments: South Elevation.jpg; close-up east wall sign.jpg; close-up south wall sign.jpg; close-up windows.jpg; East Elevation.jpg; North Elevation.jpg

Hi Denise -

Attached are photos of Manistee Insurance showing the existing signs. Here is a schedule:

South elevation:

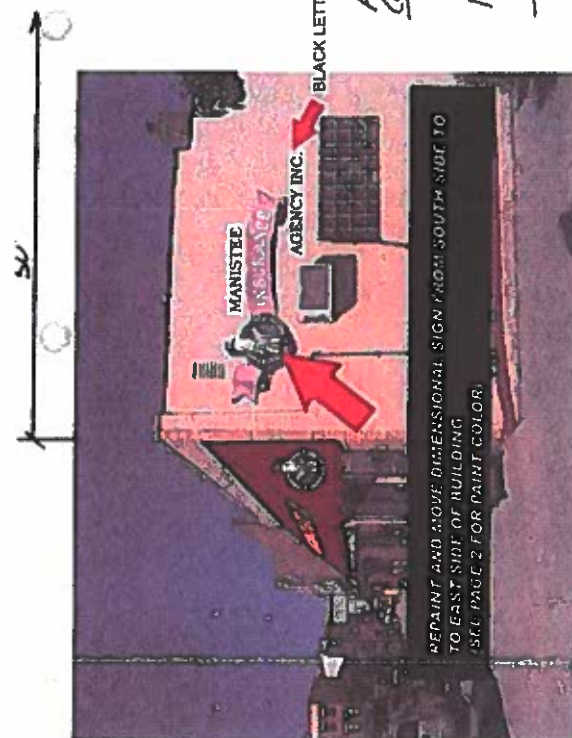
- 3-D Manistee Insurance wall sign (40 sq ft.) -- This sign is proposed to be repainted and reinstalled on the east elevation
- Interior hanging Auto Owners sign (3 sq ft.) -- This sign would remain.

East Elevation:

- Manistee Insurance wall sign (30 sq ft.) -- This sign is proposed to be repainted and reinstalled on the north elevation.

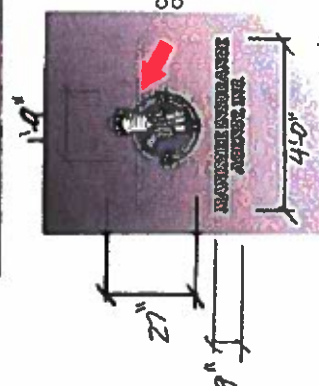
Thanks - Tom H. Amor (JR)
Amor Sign Studios, Inc.
800-922-2667 ext. 17
cell: 231-342-1144

8/26/2008



ALLOWABLE SIGN AREA
(EXIST ELEVATION)
 $50 \times 1.75 = 87.50$

PROPOSED SIGN AREA
(EXIST ELEVATION)
 $4 \times 12 = 48.58 \text{ FT.}$



COLORS PER PAINTED SIGN
ON EAST WALL SEE PAGE 2

ALLOWABLE SIGN AREA (SOUTH ELEVATION)

$$30.25 \times 1.5 = 45.375$$

PROMISED SIGN AREA (SOUTH ELEVATION)

Answer: $1.5 \times 28 = 42$ yr

LOED EADS: $2.25 \times 2.92 = 6.57$

$$.75 \times 4 = 3$$

Time Proposed Wtu: 50.07



3 POINT AWWING

SUNBRELLA: BURGUNDY

SCALLOPED 6" VALANCE

SEALED ON 230 GOLD COPY WITH BLACK OUTLINE

ENES: SEALED ON DIGITAL LIGHTHOUSE WITH LAMINATE

LIGHTHOUSE GRAPHIC:
27" X 35"

9

62" X 79" WINDOW SPACE
VINYL WINDOW GRAPHICS:
230 GOLD NUGGET
BLACK OUTLINE
PS DIGITAL AR WITH LAMINATE
CENTER IN GLASS ON OUTSIDE

Manistee

Sign Permit

Planning & Zoning Department

70 Maple Street
Manistee, MI 49660
Phone 231.398.2805
Fax 231.723.1546
www.manisteeMI.gov

15-008
06/23/2015
06/22/2016

LOCATION	OWNER	APPLICANT
166 CLEVELAND ST 51-146-720-01 C-2	166 CLEVELAND ST MANISTEE MI 49660	166 CLEVELAND ST MANISTEE MI 49660

Work Description:

PERMIT ISSUED TO: TK Quilting

Sign permit for a wall sign as submitted with application on file at City Hall.

South Elevation - 77.91 sq. ft.

West Elevation limited to no more than 15 sq. ft.

North Elevation - 58.66 sq. ft.


East Elevation - 24 sq. ft.

Stipulations:

Permit Item	Work Type	Fee Basis	Item Total
Permit Sign	Permit	1.00	50.00

This permit is valid for a period of one year from the date issued.

Fee Total: \$50.00
Amount Paid: \$50.00
Balance Due: \$0.00


Official



Planning & Zoning, City Hall
70 Maple Street
Manistee, MI 49660
231.398.2805 (phone)
231.723.1546 (fax)

Sign Permit Application

Please Print

Property Information			
Address: 166 Cleveland St		Parcel #	
Applicant Information			
Name of Owner or Lessee: Tammy Oberlin/TK Quilling & Design LLC			
Address: 166 Cleveland St Manistee, MI 49660			
Phone #: 231-299-1333		Cell#: 616-901-2970	e-mail: tammy@tkquilling.com
Name of Contractor (if applicable): Amor Sign			
Address: 443 Water St Manistee MI 49660			
Phone #: 231-723-8361		Cell#:	e-mail: tom@amorsign.com
License Number:		Expiration Date:	
Project Information – check all that apply			
<input checked="" type="checkbox"/> New	<input type="checkbox"/> Repair	<input type="checkbox"/> Replacement	<input type="checkbox"/> Temporary
Type of Sign – check all that apply			
<input type="checkbox"/> Ground Mount	<input type="checkbox"/> Marquee (Includes awning/canopy) (Requires Building Permit)	<input type="checkbox"/> Pole (Only allowed on US 31) (Requires Building Permit)	<input type="checkbox"/> Portable
<input type="checkbox"/> Projecting (Requires Building Permit)	<input type="checkbox"/> Suspended (Requires Building Permit)	<input checked="" type="checkbox"/> Wall	<input type="checkbox"/> Window
Illumination – check all that apply			
<input type="checkbox"/> Internal Requires Building Permit		<input type="checkbox"/> External	<input checked="" type="checkbox"/> Non-Illuminated
Building Dimensions			
Front:	Side:	Side:	Rear:
Sign Information			
Sign Area: (In Square Feet)	Sign Height: (grade to top of sign) Only Applies to Ground Mount and Pole Signs	Projection from Building: Only Applies to Projecting Signs	Grade Clearance: Only Applies to Ground Mount Marquee, Pole, and Suspended Signs
Value of Sign: \$			
Authorization			
I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.			
Applicant Signature: <u>Tammy Oberlin</u>		Date: <u>6-19-15</u>	
By signing the application the Applicant and Owner agree to comply with the requirements of Article 21 Signs of the City of Manistee Zoning Ordinance <input type="checkbox"/> Sign Plan for project attached (permit cannot be issued without plan)			
Office Use Only			
Fee: \$50.00	Notes: <u>West</u>	Receipt #	
Zoning District: <u>C-2</u>	<u>Sign Elevation limited to 15'</u>		
Signature: <u>Deborah Oberlin</u>		Date: <u>6-23-15</u>	

Sign Permit Application

Page 1 of 1



"The image professionals since 1946"

P.O. Box 433 • 443 Water Street • Manistee, Michigan 49660 • www.amorsign.com
Phone: 231.723.8361 • Toll Free: 800.922.2667 • Fax: 231.723.9365

Allowable Sign Square Footage Calculations for **TK Quilting & Design**

Allowable Square Footage:

South Elevation: $62'-2" \times 1.5 \text{ sq.ft./ln.ft.} =$	93.31 sq.ft.
East Elevation: $94' - 1" \times 1.5 \text{ sq.ft./ln.ft.} =$	<u>141.00 sq.ft.</u>
Total Allowable footage for whole building:	<u>234.31 sq.ft.</u>

Proposed Square Footage (Master Plan):

South Elevation: $[3.5 \times 5.5 =] 19.25 + 14.67 + 43.99 =$	77.91sq.ft.
West Elevation:	19.50 sq.ft. ← Limited to 15%
North Elevation: $14.67 + 43.99 =$	58.66 sq.ft.
East Elevation:	<u>24.00 sq.ft.</u>
Total Proposed Square Footage (Master Plan):	180.07 sq.ft.



Phase 1

NO GRAPHICS EAST SIDE



EAST



NORTH



TK Quilting & Design

3mm DIBOND PANELS
MILL FINISH ALUMINUM TUBE FRAME
PSA DIGITAL PRINTS
UV LAMINATE

brother.
SEWING & EMBROIDERY
Machine Quilting
Wide Quilt Backs
www.tkquilting.com

14' 8"

PHASE 1

DATE: 6-10-15	SALES REPRESENTATIVE: TNA
DRAWING SCALE: 3/8" = 1"	GRAPHICS BY: W. BIALIK
FILENAME: AWWINGS 2015_REV 2	
FILE LOCATION: AMOR N-1	DESIGN 1 TK QUILTING



<p>ENVIRONMENTAL MARKING</p> <p>FILE AS SHOWN</p>	<p>APPROVED:</p> <p>DATE:</p>
---	-------------------------------

AMOR USA INCORPORATED, 800, represents the customer's right to be informed. This design is subject to change without notice. Reproduction of this design is strictly prohibited.

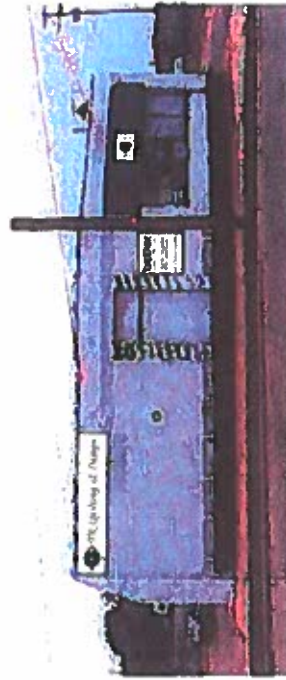
Phase 2

12" RADIUS



WATER FALL STYLE AWNINGS
FABRIC: AWMNMAX FOREST GREEN
WHITE
GRAPHICS: 3M HP VINYL
220 IMITATION GOLD
220 DARK GREEN

3MM DIBOND PANELS
MILL FINISH TUBE
FRAMES
PSA DIGITAL
UV LAMINATE
(SEE PAGE 2)



DATE: 6-8-15 SALES REPRESENTATIVE: THA
DRAWING SCALE: 3/8" = 1' GRAPHICS BY: W. BALUX
FILENAME: AWHNINGS 2015
FILE LOCATION: AMOR N:1 DESIGN 1TK QUILTING

AWNINGS SCHEMATIC
FILE AS SHOWN

AWNINGS SCHEMATIC
PRELIMINARY
TRANSLUCENT
PSA LAMINATE

APPROVED:

DATE:

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Phase 2



3mm DIBOND PANEL
MILL FINISH ALUMINUM TUBE FRAME
PSA DIGITAL PRINT
UV LAMINATE



brother.
SEWING & EMBROIDERY
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Wide Quilt Backs
www.tkquilting.com

3mm DIBOND PANELS
MILL FINISH ALUMINUM TUBE FRAME
PSA DIGITAL PRINTS
UV LAMINATE



DATE: 5-21-15 SALES REPRESENTATIVE: THA
DRAWING SCALE: 3/8" = 1' GRAPHICS BY: WJ BIALIK
FILENAME: ANWINGS 2015
FILE LOCATION: AMOR H: 1 DESIGN: TK QUILTING

DESIGN: SALES REPRESENTATIVE
PMS: AS SHOWN



APPROVED:

DATE:

AMOR H: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000



Permit #: PS15-002
Issued: 04/14/2015
Expires: 04/13/2016

Sign Permit

Planning & Zoning Department

70 Maple Street
Manistee, MI 49660
Phone 231.398.2805
Fax 231.723.1546
www.manisteemi.gov

LOCATION	OWNER	APPLICANT
172 MEMORIAL DR 51-146-726-09 C-3	PO BOX 72 TRAVERSE CITY MI 49685-0072	PO BOX 72 TRAVERSE CITY MI 49685-0072

Work Description:

PERMIT ISSUED TO AMOR SIGN STUDIOS

Installation of two wall signs for Family Dollar 74.75 sq. ft each as shown on plan submitted on file at City Hall.

Stipulations:

Permit Item	Work Type	Fee Basis	Item Total
Permit Sign	Permit	1.00	50.00

This permit is valid for a period of one year from the date issued.

Fee Total: \$50.00
Amount Paid: \$0.00
Balance Due: \$50.00


Official



Planning & Zoning, City Hall
70 Maple Street
Manistee, MI 49660
231.398.2806 (phone)
231.723.1546 (fax)

Sign Permit Application

Please Print

Property Information			
Address: <u>170 Memorial Drive</u>		Parcel #	
Applicant Information			
Name of Owner or Lessee: <u>Family Dollar</u>			
Address: <u>170 Memorial Drive</u>			
Phone # <u>231-723-9346</u>		Cell#:	e-mail:
Name of Contractor (if applicable): <u>Amor Sign Studios Inc</u>			
Address: <u>PO Box 433 / 443 Water St.</u>			
Phone #: <u>723 8361</u>		Cell#:	e-mail: <u>tam@imagepooled.com</u>
License Number: <u>5306010</u>		Expiration Date: <u>12/31/15</u>	
Project Information - check all that apply			
<input type="checkbox"/> New	<input type="checkbox"/> Repair	<input checked="" type="checkbox"/> Replacement	<input type="checkbox"/> Temporary
Type of Sign - check all that apply			
<input type="checkbox"/> Ground Mount	<input type="checkbox"/> Marquee <small>(Includes awning/canopy) (Requires Building Permit)</small>	<input type="checkbox"/> Pole <small>(Only allowed on US 31) (Requires Building Permit)</small>	<input type="checkbox"/> Portable
<input type="checkbox"/> Projecting <small>(Requires Building Permit)</small>	<input type="checkbox"/> Suspended <small>(Requires Building Permit)</small>	<input checked="" type="checkbox"/> Wall	<input type="checkbox"/> Window
Illumination - check all that apply			
<input checked="" type="checkbox"/> Internal <small>Requires Building Permit</small>	<input type="checkbox"/> External	<input type="checkbox"/> Non-Illuminated	
Building Dimensions			
Front: <u>16' x 60'</u>	Side: <u>15' x 150'</u>	Side:	Rear:
Sign Information			
Sign Area: <small>(In Square Feet)</small> <u>74.75 sq</u>	Sign Height: <small>(grade to top of sign) Only Applies to Ground Mount and Pole Signs</small> <u>N/A</u>	Projection from Building: <small>Only Applies to Projecting Signs</small> <u>N/A</u>	Grade Clearance: <small>Only Applies to Ground Mount Marquee, Pole, and Suspended Signs</small> <u>N/A</u>
Value of Sign: <u>\$ 10,000</u>			
Authorization			
<p>I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.</p>			
Applicant Signature: <u>[Signature]</u>		Date: <u>4/13/15</u>	
By signing the application the Applicant and Owner agree to comply with the requirements of Article 21 Signs of the City of Manistee Zoning Ordinance. <input type="checkbox"/> Sign Plan for project attached (permit cannot be issued without plan)			
Office Use Only			
Fee: <input checked="" type="checkbox"/> \$50.00		Receipt #	
Zoning District: <u>2-3</u>	Notes:		
Signature: <u>[Signature]</u>		Date: <u>4-14-15</u>	

Sign Permit Application

Page 1 of 1

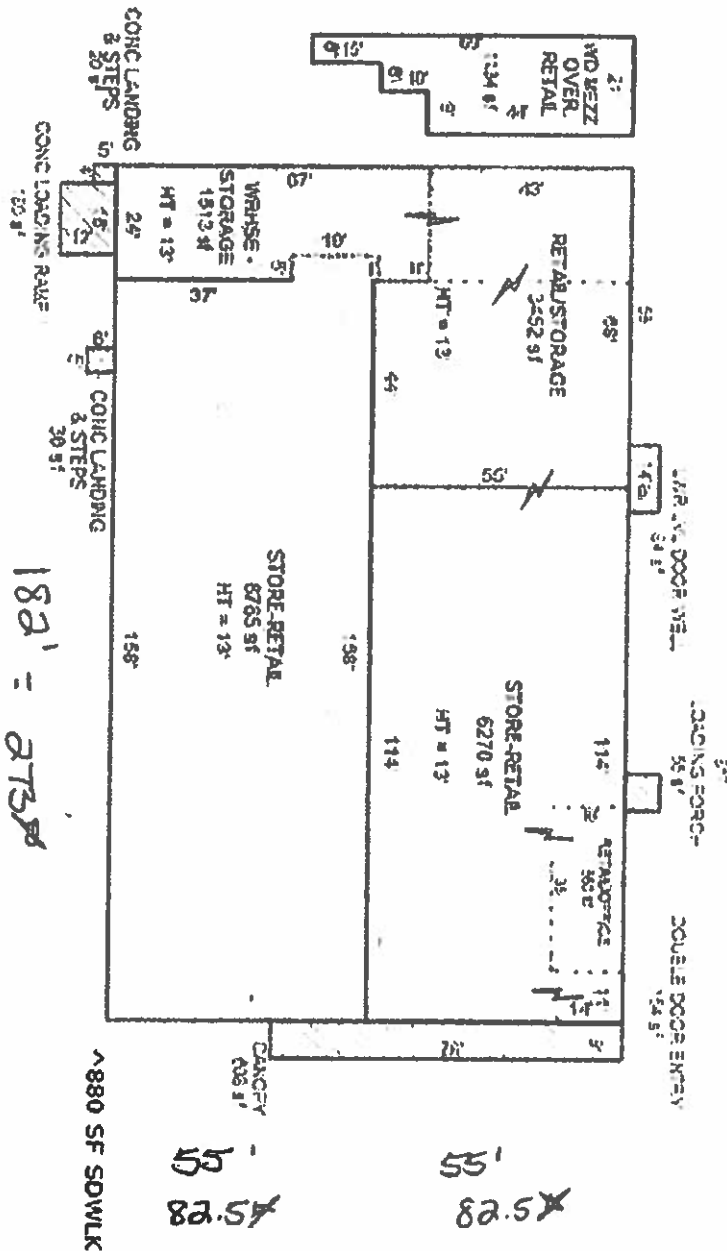
City of Manistee

[\[Back to Non-Printer Friendly Version\]](#) [\[Send To Printer\]](#)

Caption: No caption found

Section 95 Apex License

MEMORIAL DRIVE


$$\begin{array}{r} 273 \\ - 82.5 \\ - 82.5 \\ \hline 108 \end{array}$$

55'
82.5%

55'
82.5*

****Disclaimer:** BS&A Software provides this Web Site as a way for municipalities to display information online and is not responsible for the content or accuracy of the data herein. This data is provided for reference only and WITHOUT WARRANTY of any kind, expressed or inferred. Please contact your local municipality if you believe there are errors in the data.

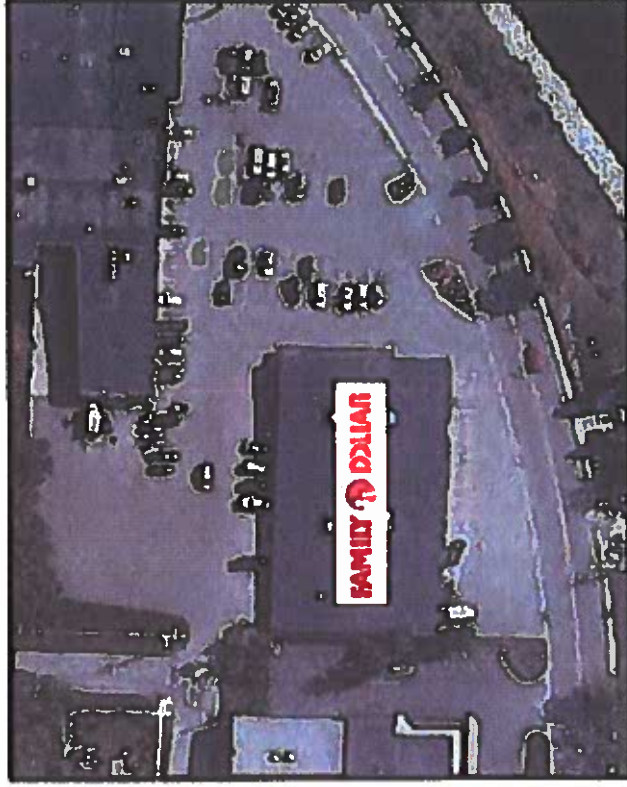


C44544-Cover

2622



SITE LOCATION MAP SATELLITE IMAGE



Address:	City:	State:	Zip:
Phone:	Fax:	Website:	
Property #	Property Name	Property Address	Property City
C44544 Site	2622		

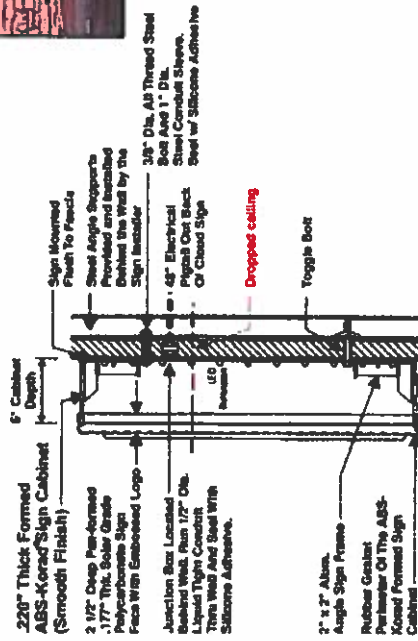
E02

34.5LM Linear Cloud Sign

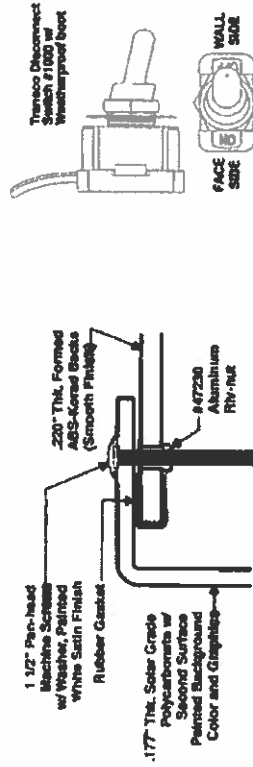
Remove existing Family Dollar sign. Restore holes in fascia after removal to match existing fascia color and texture. Install new linear cloud sign.



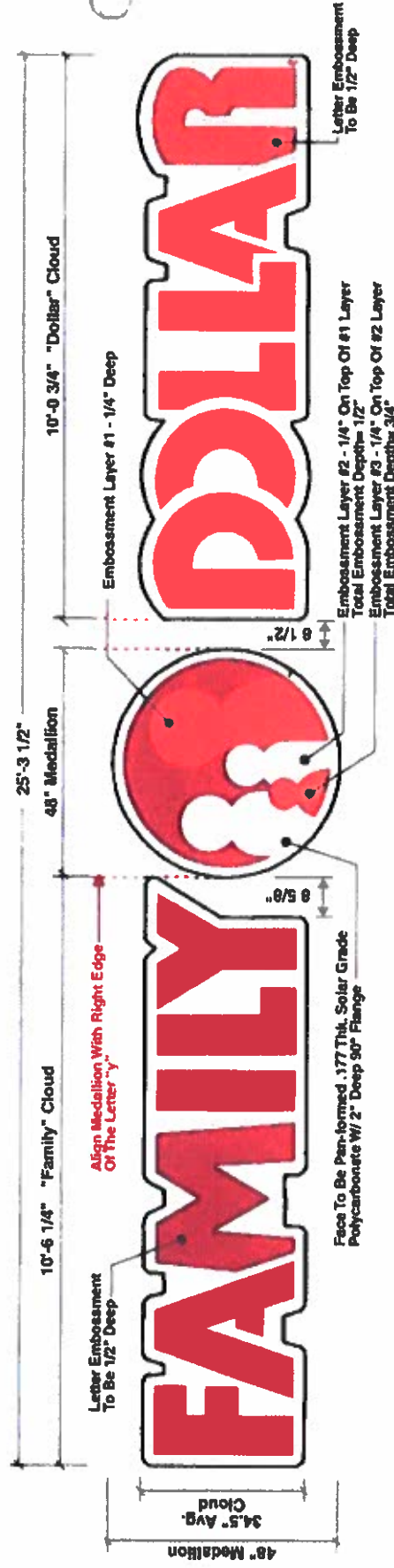
4'-6" Drop Ceiling



Existing Sign: 5'-0" x 32'-0" = 160 sf



Construction / Attachment Detail (Typ.)



priority sign

Revisions	Date	By	Check
1			
2			
3			

For Location
Address: 170 Memorial Drive
City: Atlanta, GA 30303

Date: 3/12/15
Designer: J. J. J.
Checker: J. J. J.

City/State: Atlanta, GA
Address: 170 Memorial Drive
City: Atlanta, GA 30303

Drawing a
Sheet Name

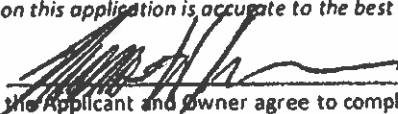
C44544
2622



Planning & Zoning, City Hall
70 Maple Street
Manistee, MI 49660
231.398.2805 (phone)
231.723.1546 (fax)

Sign Permit Application

Please Print

Property Information			
Address: 160 Memorial Drive		Parcel #	
Applicant Information			
Name of Owner or Lessee: Freeman Family Enterprise / Save A Lot - Manistee			
Address: 160 Memorial Drive			
Phone #: 989-705-7711		Cell#:	e-mail:
Name of Contractor (if applicable): Amor Sign Studios Inc.			
Address: 443 Water Street, P.O. Box 433			
Phone #: 231-723-8361		Cell#:	e-mail: tom@amorsign.com
License Number: 5306010		Expiration Date: 12/31/2018	
Project Information – check all that apply			
<input checked="" type="checkbox"/> New	<input type="checkbox"/> Repair	<input type="checkbox"/> Replacement	<input type="checkbox"/> Temporary
Type of Sign – check all that apply			
<input type="checkbox"/> Ground Mount	<input type="checkbox"/> Marquee <small>(Includes awning/canopy) (Requires Building Permit)</small>	<input type="checkbox"/> Pole <small>(Only allowed on US 31) (Requires Building Permit)</small>	<input type="checkbox"/> Portable
<input type="checkbox"/> Projecting <small>(Requires Building Permit)</small>	<input type="checkbox"/> Suspended <small>(Requires Building Permit)</small>	<input checked="" type="checkbox"/> Wall	<input type="checkbox"/> Window
Illumination – check all that apply			
<input checked="" type="checkbox"/> Internal <small>Requires Building Permit</small>	<input type="checkbox"/> External	<input type="checkbox"/> Non-Illuminated	
Building Dimensions			
Front: 87' 3" +/-	Side: 193' +/-	Side:	Rear:
Sign Information			
Sign Area: <small>(in Square Feet)</small> 375	Sign Height: <small>(grade to top of sign) Only Applies to Ground Mount and Pole Signs</small>	Projection from Building: <small>Only Applies to Projecting Signs</small>	Grade Clearance: <small>Only Applies to Ground Mount Marquee, Pole, and Suspended Signs</small>
Value of Sign: \$ 5,148.00			
Authorization			
<i>I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.</i>			
Applicant Signature: 		Date: 9/19/17	
By signing the application the Applicant and Owner agree to comply with the requirements of Article 21 Signs of the City of Manistee Zoning Ordinance. <input checked="" type="checkbox"/> Sign Plan for project attached (permit cannot be issued without plan)			
Office Use Only			
Fee: <input type="checkbox"/> \$50.00		Receipt #	
Zoning District:	Notes:		
Signature:		Date:	

Sign Plan Requirements	
A plan, at a scale determined by the Administrator to be reasonable, illustrating the following elements of the proposed or modified signage:	
<input type="checkbox"/> Included	1. Sign type, per the definitions in Section 220;
<input type="checkbox"/> Included	2. Dimensional characteristics, such as height, width, vertical clearances, and area;
<input type="checkbox"/> Included	3. Colors, materials, appearance, and lighting of the signage;
<input type="checkbox"/> Included	4. Relationship with buildings or structures;
<input type="checkbox"/> Included	5. Setbacks from buildings, landscaping, driveways, and rights-of-way; and,
<input type="checkbox"/> Included	6. Locations of any existing signage in the subject development or on the subject parcel. The site plan shall also include proposed and existing signage not requiring a permit.
Zoning Requirements	
<p>Permit Lapse. A sign permit shall lapse if the business activity on the premises is discontinued for a period of six (6) months, unless the business is a seasonal activity, in which case, the sign permit shall lapse if the business activity is discontinued through one (1) normal business season. A sign whose permit has lapsed shall be removed by the owner within thirty (30) days of receipt of notice to remove from the City. If the event the owner fails to remove a sign in accord with such an order, the sign may be removed by the City, at the owner's expense, without notice or action from the City. The City shall reserve the right to place a lien on the property on which the sign exists to recover any expense associated with sign removal.</p>	
<p>Permit Assignment. A sign permit shall be assignable to the successor of a business on the same parcel, except where the proposed sign is materially or substantially different in any way to the sign which was permitted. The Administrator shall make this determination.</p>	
<p><i>The complete set of Zoning Requirements for Signs can be found in the City of Manistee Zoning Ordinance Article 21 Signs.</i></p>	

Sign Plan Requirements
Zoning Requirements

Tom H. Amor

From: Tom Freeman <tomfreeman@salfreeman.com>
Sent: Monday, August 21, 2017 4:58 PM
To: Tom H. Amor
Subject: Re: Rendering

*— REMOVE CHURN
— INSTALL LUD.
— INSTALL NEW*

Tom,

want to stick with the allowable square footage, unless you say a variance is easy to get. I am planning on using the Ludington sign for the 290 sq ft, but I will have to get a sign for the other side. I'm thinking about taking the food stores off on the 130 sq ft side, but I'm not sure.

would want you to quote me a price to have the sign faces made for the road pylon sign. I will send you information on the specs.

Thanks,

Tom Freeman

On Aug 21, 2017, at 2:06 PM, Tom H. Amor <tom@amorsign.com> wrote:

Hi Tom – We looked at your drawings for Manistee and compared them to allowable zoning. The east elevation looks like it will meet code, but the south elevation is a little over code. The ordinance says that allowable square footage for wall signs is a multiplier of 1.5 x the building frontage. Here are allowable sign square footages:

- Allowable square footage on the East = 193' x 1.5 = 289.5 sq.ft. (Ludington signage will work.)
- Allowable square footage on the South = 87' x 1.5 = 130.5 sq.ft. (Ludington sign won't work.)

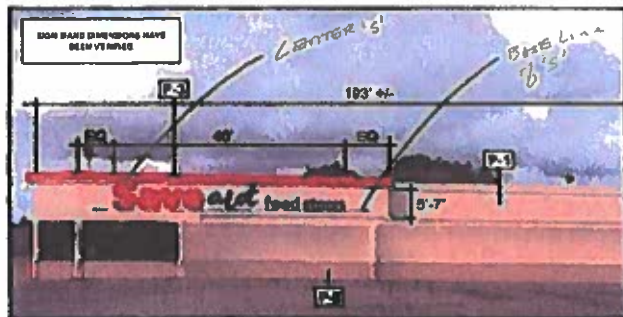
This brings up a couple of questions:

1. Do you want to work within code, or apply for a square footage variance?
2. Will Save A Lot be supplying the signs, or do you want me to quote manufacturing the signs?
3. If you want us to quote manufacturing the signs, can you provide specifications? (Dimensions, colors, illumination, digital artwork, for both the wall signs and pylon sign face?)

Thanks - Tom H. Amor (JR)

<image002.jpg>

Amor Sign Studios, Inc.
ph: 231-723-8361 ext. 17
toll free: 844-922-2667 (AMOR)
cell: 231-342-1144
www.amorsign.com



PROPOSED ELEVATION
- MEMORIAL DR EAST



CURRENT ELEVATION
- MEMORIAL DR EAST



PROPOSED ELEVATION
- MEMORIAL DR SOUTH



CURRENT ELEVATION
- MEMORIAL DR SOUTH



PROPOSED PYLON



SITE PLAN KEY

<p>APPROVED</p> <p>Save A Lot food stores</p>	
<p>EXTERIOR RENDERING</p> <p>NEW STORE</p> <p>PROJECT NAME: 100 MEMORIAL DR S</p> <p>PROJECT LOCATION: 100 MEMORIAL DR S</p> <p>PROJECT INFORMATION:</p> <p>PROJECT NO. 100-100-100</p> <p>DATE: 10/1/2010</p> <p>DESIGNER: [Name]</p> <p>CLIENT: [Name]</p> <p>PROJECT NO. 100-100-100</p> <p>DATE: 10/1/2010</p> <p>DESIGNER: [Name]</p> <p>CLIENT: [Name]</p>	
<p>APPROVED</p> <p>Save A Lot food stores</p>	



70 Maple Street, Manistee, MI 49660 www.manisteemi.gov



CITY HALL
70 Maple Street

City Manager
231.398.2801

City Assessor
231.398.2802

**Planning, Zoning &
Community Dev.**
231.398.2805

City Clerk
231.398.2803

City Treasurer
231.398.2804

Water Billing
231.723.2559

Administration
FAX 231.723.1546

Clerk/Treasurer
FAX 231.723.5410

Police Department
70 Maple Street
231.723.2533
FAX 231.398.2012

Fire Department
281 First Street
231.723.1549
Fax 231.723.3519

Public Works
280 Washington St.
231.723.7132
FAX 231.723.1803

Parks Department
231.723.4051

Water Maintenance
231.723.3641

Wastewater Plant
50 Ninth Street
231.723.1553

May 1, 2018

Amor Sign Studios
1965 Pine Creek Road
Manistee, MI 49660

RE: Sign Permit #PS18-002 - Certificate of Compliance

Good Morning!

This letter shall serve as your Certificate of Compliance for Sign Permit #PS18-002 Manistee Beverage Company, 401 River Street. Please retain this copy for your files. If you have any questions, please call me at 231.398.2805.

Sincerely,

CITY OF MANISTEE

Denise J. Blakeslee
Planning & Zoning Director



Permit #: PS18-002
Issued: 02/08/2018
Expires: 02/08/2019

Sign Permit

Planning & Zoning Department

70 Maple Street
Manistee, MI 49660
Phone 231.398.2805
Fax 231.723.1546
www.manisteemi.gov

LOCATION	OWNER	APPLICANT
401 RIVER ST 51-350-702-13 C-3	PO BOX 220 GOWEN MI 49326	Amor Sign Studios Inc. 443 WATER STREET MANISTEE MI 49660

Work Description:

OWNER: Manistee Beverage Company

PERMIT ISSUED TO: Amor Sign Studios

Sign permit for the installation of two wall signs 12.83 sq. feet each for Manistee Beverage Company as submitted with application on file.

Stipulations:

Paid by Check #74722

Permit Item	Work Type	Fee Basis	Item Total
Permit Sign	Permit	1.00	50.00

This permit is valid for a period of one year from the date issued.

Fee Total: \$50.00
Amount Paid: \$0.00
Balance Due: \$50.00

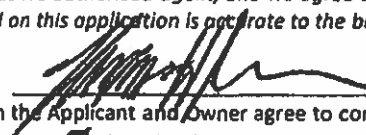

Official



Planning & Zoning, City Hall
70 Maple Street
Manistee, MI 49660
231.398.2805 (phone)
231.723.1546 (fax)

Sign Permit Application

Please Print

Property Information			
Address: 401 River Street		Parcel #	
Applicant Information			
Name of Owner or Lessee: Manistee Beverage Company			
Address: 401 River Street Manistee MI 49660			
Phone #: 231-398-7435		Cell#:	e-mail:
Name of Contractor (if applicable): Amor Sign Studios Incorporated			
Address: 1965 Pine Creek Road PO Box 433 Manistee MI 49660			
Phone #: 231-723-8361		Cell#:	e-mail: tom@amorsign.com
License Number: 5306010		Expiration Date: 12/31/18	
Project Information – check all that apply			
<input checked="" type="checkbox"/> New	<input type="checkbox"/> Repair	<input type="checkbox"/> Replacement	<input type="checkbox"/> Temporary
Type of Sign – check all that apply			
<input type="checkbox"/> Ground Mount	<input type="checkbox"/> Marquee (Includes awning/canopy) (Requires Building Permit)	<input type="checkbox"/> Pole (Only allowed on US 31) (Requires Building Permit)	<input type="checkbox"/> Portable
<input type="checkbox"/> Projecting (Requires Building Permit)	<input type="checkbox"/> Suspended (Requires Building Permit)	<input checked="" type="checkbox"/> Wall	<input type="checkbox"/> Window
Illumination – check all that apply			
<input type="checkbox"/> Internal Requires Building Permit	<input checked="" type="checkbox"/> External	<input checked="" type="checkbox"/> Non-Illuminated	
Building Dimensions			
Front: 48'	Side: 103'	Side:	Rear:
Sign Information			
Sign Area: (In Square Feet) 12.83 each	Sign Height: (grade to top of sign) Only Applies to Ground Mount and Pole Signs	Projection from Building: Only Applies to Projecting Signs	Grade Clearance: Only Applies to Ground Mount Marquee, Pole, and Suspended Signs
Value of Sign: \$ 3600.00			
Authorization			
I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.			
Applicant Signature: 		Date: 2/1/18	
By signing the application the Applicant and Owner agree to comply with the requirements of Article 21 Signs of the City of Manistee Zoning Ordinance. <input checked="" type="checkbox"/> Sign Plan for project attached (permit cannot be issued without plan)			
Office Use Only			
Fee: \$50.00	Receipt # 0674722 149482		
Zoning District: C-3	Notes:		
Signature: 		Date: 2.6.17	

Sign Permit Application

Page 1 of 1



Planning & Zoning, City Hall
70 Maple Street
Manistee, MI 49660
231.398.2805 (phone)
231.723.1546 (fax)

Sign Permit Application

Please Print

Property Information			
Address: 401 River Street		Parcel #	
Applicant Information			
Name of Owner or Lessee: Manistee Beverage Company			
Address: 401 River Street			
Phone #: 2313987435	Cell#: 2313987435	e-mail: jbjamesili@aol.com	
Name of Contractor (if applicable): Amor Sign Studios, Inc			
Address: 1965 Pine Creek Road, Manistee, MI 49660			
Phone #: 2317238361	Cell#: 2313421144	e-mail: tom@amorsign.com	
License Number: 53-06010		Expiration Date: 12/31/2019	
Project Information – check all that apply			
<input checked="" type="checkbox"/> New	<input type="checkbox"/> Repair	<input type="checkbox"/> Replacement	
Type of Sign – check all that apply			
<input type="checkbox"/> Ground Mount	<input type="checkbox"/> *Marquee <small>(Includes awning/canopy)</small>	<input type="checkbox"/> *Pole <small>(Only allowed on US 31)</small>	<input type="checkbox"/> Portable
<input type="checkbox"/> *Projecting	<input type="checkbox"/> *Suspended	<input checked="" type="checkbox"/> Wall	* Requires Building Permit
Illumination – check all that apply			
<input type="checkbox"/> Internal <small>Requires Electrical Permit</small>	<input type="checkbox"/> External	<input checked="" type="checkbox"/> Non-Illuminated	
Building Dimensions			
Front: 48'-0"	Side: 103'-0"	Side:	Rear:
Sign Information			
Sign Area: <small>(In Square Feet)</small>	Sign Height: <small>(grade to top of sign)</small> <small>Only Applies to Ground Mount and Pole Signs</small>	Grade Clearance: <small>Only Applies to Ground Mount Marquee, Pole, Projecting and Suspended Sign</small>	
33.3 sq.ft. (each sign)	NA	NA	
Authorization			
I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.			
Applicant Signature: _____		Date: _____	
By signing the application the Applicant and Owner agree to comply with the requirements of Article 21 Signs of the City of Manistee Zoning Ordinance. <input type="checkbox"/> Sign Plan for project attached (permit cannot be issued without plan)			
Office Use Only			
Fee: <input type="checkbox"/> \$50.00	Receipt #		
Zoning District:	Notes:		
Signature: _____		Date: _____	

Sign Permit Application

Page 1 of 1



"The image professionals since 1946"

P.O. Box 433 • 1965 Pine Creek Road • Manistee, Michigan 49660 • www.amorsign.com
Phone: 231.723.8361 • Toll Free: 844.922.2667 • Fax: 231.723.9365

To: Tamara Buswinka, Zoning Administrator

From: Tom H. Amor (JR)

Date: November 21, 2019

Re: Manistee Beverage – supplement to wall sign permit application

Memo

North Elevation

Total Allowable sqft:	48'-0" x 1.5 =	72.0 sqft
Existing Sign sqft:		<u>43.9</u>
Remaining Allowable sqft		54.3
Proposed Wall Sign sqft		<u>33.3</u>
Remaining Allowable Sign sqft		21.0 sqft

East Elevation

Total Allowable sqft:	103'-0" x 1.5 =	154.5 sqft
Existing Sign sqft:		<u>43.9</u>
Remaining Allowable sqft		136.8
Proposed Wall Sign sqft		<u>33.3</u>
Remaining Allowable Sign sqft		103.5 sqft



Permit #: PHDC18-002
Issued: 02/08/2018
Expires: 02/08/2019

Historic District Certificate of Appropriateness

Planning & Zoning Department

70 Maple Street
Manistee, MI 49660
Phone 231.398.2805
Fax 231.723.1546
www.manistee.mi.gov

LOCATION	OWNER	APPLICANT
401 RIVER ST 51-350-702-13 C-3	PO BOX 220 GOWEN MI 49326	THOMAS AMOR 443 WATER STREET MANISTEE MI 49660

Work Description:

OWNER: Manistee Beverage Company

PERMIT ISSUED TO: Amor Sign Studios

Certificate of Appropriates for signage as approved by the Museum Director on February 2, 2018 as follows:

Two wall signs 12.83 sq. ft. each for Manistee Beverage Company as submitted with application on file.

Stipulations:

Permit Item	Work Type	Fee Basis	Item Total
Certificate of Appropriateness - Signs	Application	0.00	0.00
This permit is valid for a period of one year from the date issued.		Fee Total:	\$0.00
		Amount Paid:	\$0.00
		Balance Due:	\$0.00

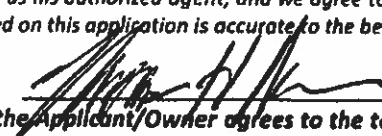


Official



Historic District Commission
Planning & Zoning Department
70 Maple Street
Manistee, MI 49660
231.398.2805
www.manistee.mi.gov

Signage – Awnings
Application for a Certificate of Appropriateness

Please Print

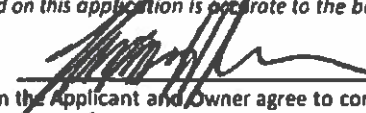
Submission of Application			
Signage within the Historic District requires an approved Sign Permit prior to review/approval by the Manistee County Historical Museum Director or Curator. Projecting Signs require a Building Permit prior to installation.			
Awning material and dimensions must be approved by the Manistee County Historical Museum Director or Curator. A Building Permit must be obtained prior to installation.			
Property Information			
Address: 401 River Street Manistee MI 49660		Parcel #	
Applicant Information			
Name of Owner or Lessee: Manistee Beverage Company			
Address: 401 River Street Manistee MI 49660			
Phone #: 231-398-7435		Cell#:	e-mail:
Name of Contractor (if applicable): Amor Sign Studios Incorporated			
Address: 1965 Pine Creek Road Manistee MI 49660			
Phone #: 231-723-8361		Cell#:	e-mail: tom@amor-sign.com
License Number: 5306010		Expiration Date: 12/31/18	
Sign Plan Requirements			
<input checked="" type="checkbox"/>	Proposed signage or awning, drawn to scale showing dimensions as it will appear on the property.		
<input checked="" type="checkbox"/>	Description of proposed materials for signage or awning. (i.e. wood, vinyl lettering for windows, metal bands, etc.)		
<input checked="" type="checkbox"/>	Description of proposed materials for signage or awning. (i.e. wood, vinyl lettering for windows, metal bands, etc.)		
Authorization			
I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.			
Applicant Signature: 		Date: 2/1/18	
By Signing this form the Applicant/Owner agrees to the terms of the Sign Permit and agrees to remove any non-conforming signs prior to installation of new signage.			
<input checked="" type="checkbox"/> Sign Plan for project attached (permit cannot be issued without plan)			
Office Use Only			
HDC -		Notes:	
Signature: 		Date: 2/2/18	



Planning & Zoning, City Hall
70 Maple Street
Manistee, MI 49660
231.398.2805 (phone)
231.723.1546 (fax)

Sign Permit Application

Please Print

Property Information			
Address: 401 River Street		Parcel #	
Applicant Information			
Name of Owner or Lessee: Manistee Beverage Company			
Address: 401 River Street Manistee MI 49660			
Phone #: 231-398-7435		Cell#:	e-mail:
Name of Contractor (if applicable): Amor Sign Studios Incorporated			
Address: 1965 Pine Creek Road PO Box 433 Manistee MI 49660			
Phone #: 231-723-8361		Cell#:	e-mail: tom@amorsign.com
License Number: 5306010		Expiration Date: 12/31/18	
Project Information – check all that apply			
<input checked="" type="checkbox"/> New	<input type="checkbox"/> Repair	<input type="checkbox"/> Replacement	<input type="checkbox"/> Temporary
Type of Sign – check all that apply			
<input type="checkbox"/> Ground Mount	<input type="checkbox"/> Marquee <small>(Includes awning/canopy) (Requires Building Permit)</small>	<input type="checkbox"/> Pole <small>(Only allowed on US 31) (Requires Building Permit)</small>	<input type="checkbox"/> Portable
<input type="checkbox"/> Projecting <small>(Requires Building Permit)</small>	<input type="checkbox"/> Suspended <small>(Requires Building Permit)</small>	<input checked="" type="checkbox"/> Wall	<input type="checkbox"/> Window
Illumination – check all that apply			
<input type="checkbox"/> Internal <small>Requires Building Permit</small>	<input checked="" type="checkbox"/> External	<input checked="" type="checkbox"/> Non-Illuminated	
Building Dimensions			
Front: 48'	Side: 103'	Side:	Rear:
Sign Information			
Sign Area: <small>(In Square Feet)</small> 12.83 each	Sign Height: <small>(grade to top of sign) Only Applies to Ground Mount and Pole Signs</small>	Projection from Building: <small>Only Applies to Projecting Signs</small>	Grade Clearance: <small>Only Applies to Ground Mount Marquee, Pole, and Suspended Signs</small>
Value of Sign: \$ 3600.00			
Authorization			
<i>I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.</i>			
Applicant Signature: 		Date: 2/1/18	
By signing the application the Applicant and Owner agree to comply with the requirements of Article 21 Signs of the City of Manistee Zoning Ordinance. <input checked="" type="checkbox"/> Sign Plan for project attached (permit cannot be issued without plan)			
Office Use Only			
Fee: <input type="checkbox"/> \$50.00		Receipt #	
Zoning District:	Notes:		
Signature:		Date:	

Sign Permit Application

Page 1 of 1

12'

12'-10"

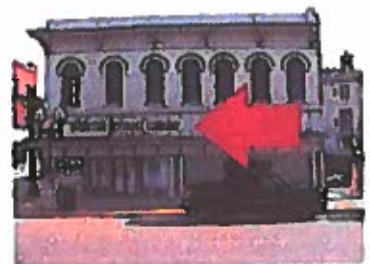
MANISTEE BEVERAGE COMPANY

QTY: 2 SETS
FLAT CUT ACRYLIC LETTERS
MOUNTED TO ALUPANEL BACKER
INSTALLED ON MANSARD EAST AND NORTH
COLOR: 2025 BLACK
STUD MOUNTED FLUSH
PATTERN REQUIRED

BACKER PAINTED
TO MATCH MANSARD

SHOWN NOMINAL SIZE

SURVEY REQUIRED



DATE: 2-5-18 ACCOUNT EXECUTIVE: TOM H AMOR
DRAWING SCALE: 1/2" = 1' GRAPHICS BY: W. BIALIK
FILENAME: FLAT-CUT LETTERS
FILE LOCATION: AMOR H.1 DESIGN 1 MANISTEE BEVERAGE CO

MANISTEE BEVERAGE CO
PMS AS SHOWN

MANISTEE BEVERAGE CO
PREMIUM
TRANSLUCENT
PSA LAMINATE

VER
1

APPROVED:
DATE:

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NAPLE ST

K2

AMOR

DATE: 3-25-19 ACCOUNT EXECUTIVE: THA
DRAWING SCALE: 1/4" = 1' GRAPHICS BY: W. BIALIK
FILENAME: 015695 - Wall Graphic
M:\Customers\H-U\H\HachManister Beverage Company\015695 - Wall Graphic

APPROVED FOR THE
DATE 3-25-17 BY [signature]

PREVIOUS
TERMINAL NO.
P&A LAST DATE

VER
1

APPROVED:

DATE:

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